



## 2021-2022 Athletic Director

### OUR MISSION

The mission of Boston Collegiate Charter School (BCCS) is simple yet ambitious: to prepare each student for college. We offer an academically rigorous college preparatory curriculum for 700 students in fifth through twelfth grades. 100% of our graduates have been accepted to college; the majority of them will be the first in their families to complete a college degree.

### OUR VISION

All BCCS students will graduate empowered to choose their own directions, with options aligned with their passions and interests and with the critical thinking capability to choose wisely. They will be equipped not only to go to college, but to thrive there. They will have the skills and the leadership mindsets necessary to make an impact in their communities and beyond. To achieve this vision of our graduates, BCCS will be a leading school in academically rigorous, equitable, and inclusive educational practices in Boston. BCCS will create opportunities for each student to thrive and cultivate the unique talents that each student brings. BCCS will be a beacon of the twin pillars of scholarship and belonging, and thus a national model for what integrated education can look like at its best.

### OUR STRATEGIC FOCUS AREAS

BCCS is striving to be an anti-racist school that knows that every student should feel seen and heard in who they are and have access to an excellent education. BCCS is committed to the long term work of dismantling systems of oppression and inequity in our community. Please refer to our [2020/2023 Strategic Plan](#).

### CURRENT OPENING

We are looking for a self-reflective, dedicated, and passionate **Athletic Director** who wants to join a dynamic and flexible High School team. This position reports to the High School Vice Principal. As a strong candidate for our position, you will...

#### Have knowledge of or experience in

- Athletics and sports management;
- child/adolescent development;
- leading a diverse group of students in an academic or non-academic setting;

#### Diversity, Equity, and Inclusion

- speak authentically about the imperative for diversity, equity, and inclusion in schools;
- be committed to learning about and practicing anti-racist work;
- recognize how your identity impacts your teaching;
- be committed to practicing restorative justice when it comes to building relationships and misbehaviors in the classroom;

#### Be able and willing to

- communicate and collaborate with colleagues, students, and families;
- actively contribute to the school and your position-based teams;
- consistently hold students accountable to academic and behavioral expectations;

#### Believe

- in the school's core values of: scholarship, belonging, passion, responsibility, and integrity;
- that all students have strengths and gifts to share as well as growth areas to be honed by their educators;
- in the importance of feedback in the pursuit of continuous improvement;
- that athletics should be a core part of the school community;

#### Expect to

- Be on-campus by 10:30am daily, attend and support daily practices after school, and supervise home contests to approximately 6:30pm daily;
- Plan for, teach and grade up to 5 periods of a sports related elective or physical education weekly;
- Serve as the official liaison to the our athletics league (the Massachusetts Charter School Athletics Organization);
- Actively communicate and collaborate with peer Athletic Directors;
- Maintain a high level of publicity for the entire athletic program through social media presence, weekly newsletters to the wider community, public displays of teams and accomplishments, and active publicity for contests, with the support of team managers;
- Plan for the strategic growth of the Athletic Department in collaboration with the Athletic Operations Associate through the purposeful incorporation of Middle school league involvement for our youngest students;
- Plan for and facilitate seasonal pep rallies to honor and celebrate our student athletes;
- Plan for and facilitate seasonal end-of-season celebrations to honor our student athletes;
- Work in tandem with families to support and create a BCCS Student Athlete Parent Group (akin to a Boosters Club) to support the ongoing support, promotion, and celebration of our student athletes;
- Hire and evaluate all coaches;
- Periodically attend practice sessions to provide support and feedback on techniques;
- Meet formally with coaches at least once in the season to reflect on successes and areas of growth for the team's development;
- Ensure that coaches are in compliance with mandated trainings and certifications, including providing access to yearly CPR training;
- Supervise all home contests and assume responsibility for crowd control and ensuring coverage when unable to;

- Collaborate with the BCCS leadership team to address any student or family issues that surface related to athletics;
- Manage and provide, as needed, student-athlete study space to ensure scholastic eligibility;
- Contract and schedule the use of all needed athletic facilities;
- Set up a schedule of games that does not interfere with school procedures, formulating all schedules for interscholastic contests;
- Contract and make payments to all game officials;
- Keep record of each sport's win-loss record by season, letter winners, and individual record holders as reported by coaches;
- Authorize purchase and payment of all equipment, materials, and uniforms;
- Work with the Vice Principal to set and maintain the Athletics budget, tracking expenses and ensuring compliance.
- Set up and maintain Family ID, the management platform for athletics, collaborating with the School Nurse to ensure compliance;
- Arrange all transportation for away contests;
- Work with the Vice Principal to ensure that the consent and liability form and the scholastic requirements for participation are accurate and reflective of school policy;
- Manage the use and scheduling of the onsite weight room;
- Attend weekly meetings/Professional Development and receive personalized coaching;
- Assume responsibility of and coverage for students outside of the classroom commensurate with your position; and
- Report to New Staff Orientation August 16-20, Returning Staff Orientation from August 23-27, and to be prepared to receive students for the first day of school on August 30th.

#### **ADDITIONAL QUALIFICATIONS**

- a Bachelor's degree in education or in the subject area for which you are applying required; Master's degree preferred; familiarity with broad range of recreation and athletic programs
- must be able to work weekends and evenings as needed
- hold a valid and appropriate teaching license issued by the Massachusetts Department of Elementary and Secondary Education, or obtain the licensure within a year of date of hire
- a minimum of two years' teaching experience in an urban public school or charter school setting preferred, but not required
- experience with Adaptive PE preferred, but not required
- bilingualism in Spanish or Haitian Creole preferred, but not required
- SEI endorsement or the willingness to work toward certification

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#### **JOIN OUR TEAM**

To learn even more about working at Boston Collegiate Charter School, please visit our open positions via PDF, posted [on our website](#). To formally apply, please [submit an application](#). No telephone or email inquiries, please.

# What Is Special About Teaching at Boston Collegiate Charter School?

Boston Collegiate Charter School is committed to...

## **A mission-driven environment with a track record of excellence for students and a focus on educating the whole child.**

- The mission of Boston Collegiate Charter School is simple yet ambitious: to prepare each student for college.
- BCCS has a track record of excellence: it is the highest performing non-selective high school in Boston in terms of AP scores across a wide range of exams, it is the top-ranked Boston charter school in US News & World Report, and it has a 100% college acceptance for graduates rate since 2004.
- BCCS has a unique school population, labeled in one recent publication as “the nation’s most interesting school integration story,” with roughly 50% of our students identifying as white and 50% identifying as students of color; additionally, about half of our students qualify for free or reduced lunch.
- BCCS places a focus on social emotional learning for students through partnerships with local social-emotional learning organizations, and the school has a robust counseling team schoolwide.
- BCCS is highly sought after by families, with 20 times more applicants than available seats.
- 95% of our alumni who respond to our annual alumni survey answer that they feel sufficiently-prepared or over-prepared for college in their freshman year.
- BCCS is institutionally dedicated to promoting an inclusive environment for students, staff, and families.

## **A supportive and collaborative professional culture.**

- BCCS offers a positive and supportive adult culture, emphasizing collaboration through dedicated office space, co-teaching opportunities, and professional development.
- BCCS teachers have authentic voice to improve the school: teachers co-create the evaluation rubric; teachers advise on compensation and school policy; and a teacher will sit on the board of Trustees this fall.
- BCCS is family-friendly, offering onsite daycare and flexible schedules when possible.

## **Teacher development and growth.**

- BCCS gives teachers autonomy to design their own courses and collaborate with other educators across the city through formal partnerships funded by grants.
- BCCS prioritizes letting teachers focus on teaching and student achievement; a dedicated teaching support team, including a Dean of Students and operations staff members, supports discipline and administrative work.
- BCCS supports teachers in developing their craft: experienced principal team with training in teacher development; frequent coaching meetings with experienced instructional team; veteran teaching staff coaching their peers.
- BCCS provides a career pathway for teachers, including leadership and mentorship opportunities.

## **Competitive compensation and benefits.**

- Sustaining a vibrant teaching culture through compensation is a focus for BCCS.
- BCCS is committed to teachers staying long-term and believes that strong veteran teachers are irreplaceable: Year of Service bonuses are offered at Year 10, 15, and 20.
- BCCS has in place a teacher compensation scale for transparency among teacher salaries, with larger increases in years 3, 4, and 7, and moderate increases in all other years.
- BCCS provides opportunities for teachers to earn additional compensation stipends, including through teacher leadership opportunities, covering extra classes, or as an athletic coach.
- Deductibles for health insurance are reimbursed by the school; disability insurance is paid for by the school.