



BOSTON COLLEGIATE CHARTER SCHOOL

Director of Diversity, Equity, and Inclusion

We are looking for a strategic, eager, and on-the-ground Director of Diversity, Equity, and Inclusion. This position reports to the Executive Director.

OUR MISSION

The mission of Boston Collegiate Charter School 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 Boston Collegiate 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, Boston Collegiate will be a leading school in academically rigorous, equitable, and inclusive educational practices in Boston. Boston Collegiate will create opportunities for each student to thrive and cultivate the unique talents that each student brings. Boston Collegiate 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

Boston Collegiate 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. Boston Collegiate is committed to the long term work of dismantling systems of oppression and inequity in our community. Please refer to our [2020/2023 DEI Strategic Plan](#).

JOB DETAILS

As a strong candidate for our position, you will...

Have knowledge of or experience in

- Antiracist/Anti Bias Pedagogy
- Culturally Responsive/Relevant Pedagogy
- Trauma-Informed Practice
- Supporting LGBTQ+ Students
- Supporting ELLs and Multilingual Families
- Facilitation for Students and Adults
- Adult Learning Plan Design
- Advising on Hiring and Retaining Diverse Staff

Be able and willing to

- Speak authentically about the imperative for diversity, equity, and inclusion in schools
- Recognize how your identity impacts your work
- Communicate authentically and collaborate with colleagues, students, and families
- Consistently hold students and colleagues accountable
- Challenge other members of the school community in support of antiracism

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
- That you will grow as an educator best when you are held to high expectations for rigor, relationships, and relevance
- In the importance of feedback in the pursuit of continuous improvement

Expect

- to be on-campus 9 hours daily;
- to attend weekly meetings/Professional Development and receive personalized coaching;
- to serve as a member of the Senior Team of Boston Collegiate;
- to inform, plan for, and help to execute Boston Collegiate's DEI strategy as articulated in the 2023-2026 strategic plan;
- to serve as the Title IX Coordinator across grades 5-12, with guidance and support from the CAO;

- to convene the Restorative Justice Coordinators and Deans regularly in order to oversee restorative justice integration into schoolwide practice and culture;
- With Restorative Justice Coordinators, to routinely co-facilitate circles with advisors, provide support and feedback on their effectiveness;
- to coordinate, co-facilitate, and serve on the organization-wide DEI related committees, including the DEI Steering Committee (with a Board member), DEI Committee of Staff (with a staff member), and Culture Committee (with a staff member);
- to ensure that information is disseminated to all stakeholders regarding heritage months and that at least four school-wide celebrations are held, with the support of the Culture Committee;
- to own the DEI professional development strategy, including determining the collective and individual starting points for staff, designing and leading in-school staff professional development, and supporting staff attendance at external DEI professional development opportunities;
- to ensure that staff affinity spaces are regularly provided;
- With the ED, to identify and offer opportunities to develop the Board of Trustees in governing for anti-racism practices;
- Working in tandem with the instructional team to ensure the adoption of culturally relevant pedagogy;
- Regularly reviewing DEI data with school leadership to identify need-areas and course corrections;
- to empower, educate, and involve students in DEI, including driving the student leadership initiative while fostering and leading student affinity groups and spaces and student led DEI initiatives;
- to serve as a key staff member in determining the course of action and approach to restoring and repairing relationships after bias-based incidents;
- to support the leadership team in hiring and retaining a diverse faculty and staff;
- to work with the Senior Team on implementing an organizational equity audit based on racial equity tools;
- to participate in lunch coverage, hallway transitions, and/or student arrival and departure for a minimum of 2 hours per week;
- to be a 12-month employee, with vacation during regularly scheduled school holidays and three weeks over the summer

ADDITIONAL QUALIFICATIONS

- Bachelor's degree required; graduate degree in Education, HR, or Organizational Development preferred
- A minimum of three years' leadership experience in an urban public school or charter school setting preferred
- Bilingualism in Spanish or Haitian Creole preferred, but not required
- Tier 1, 2 and 3 training in Restorative Justice completed or commitment to being trained within six months

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, visit <https://forms.gle/yVKXp15FYyX2pryE6>. No telephone or email inquiries, please.

Boston Collegiate is an equal opportunity employer. Accordingly, we make employment decisions without regard to race, color, religion, national origin, age, gender, gender identity, sexual orientation, veteran status, genetic information, disability or any other classification protected by applicable local, state or federal law. Boston Collegiate is committed to building a supportive and inclusive workplace that reflects the diversity of Boston.