



## BOSTON COLLEGIATE CHARTER SCHOOL

We are looking for a self reflective, analytic, dedicated, and passionate School Leadership Fellow. This role is structured to support the Fellow's leadership development and provide experience across the entire 5-12 program. This position reports to the Chief Academic Officer.

July 1, 2024 through June 30, 2025.

### OUR MISSION AND VISION

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.

*All Boston Collegiate students will...* graduate empowered to choose their own directions, with options aligned with their passions and interests. They will be equipped not only to go to college, but to thrive there, and they will possess the leadership skills and mindsets necessary to make an impact in their communities and the world.

*To achieve this vision of our graduates, Boston Collegiate will...* be academically rigorous, equitable, and inclusive. Boston Collegiate will create opportunities for each student to thrive and will cultivate curiosity, empathy, and 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 PLAN

Boston Collegiate's strategic plan responds to urgent issues in education, builds institutional resilience, and positions Boston Collegiate to lead as an equitable and integrated school. Pursuit of these ambitious goals will ensure that our students can continue to access the exceptional instruction, customized resources, and enriching extracurriculars that will enable them to thrive in school, in college, and beyond. Read here to learn more about our [2023/2026 Strategic Plan](#).

### JOB DETAILS

Strong candidates for our position will:

- Believe in the school's core values of: scholarship, belonging, passion, responsibility, and integrity;
- Have earned a Bachelor's degree (required) and/or Masters (preferred) in education;
- Have a minimum of five years of teaching experience and three years of instructional coaching experience in an urban public school or charter school setting;
- Be bilingual in either Spanish or Haitian Creole; and
- Be able to speak authentically about the imperative for diversity, equity, and inclusion in schools and recognize how your identity impacts your work.

Our staff:

- Assume responsibility of and coverage for students outside of the classroom commensurate with their position;
- Attend weekly meetings/professional development and receive personalized coaching;
- Are committed to learning about and practicing anti-racist work, including restorative justice approaches to building relationships;
- Communicate and collaborate effectively and proactively with colleagues, students, and families;
- Understand the importance of using data regularly to drive organizational decisions;
- Receive, and are grateful to receive, feedback in the pursuit of continuous improvement;
- Are willing to consistently hold our students accountable to academic and behavioral expectations;
- Actively contribute to the school and our position-based teams;
- Affirm that we grow as educators best when we are held to high expectations for rigor, relationships, and relevance.

Our School Leadership Fellow will:

- Expect to be on-campus from either 7:30-4:30 PM or 7:00-4:00 PM daily depending on assigned morning and afternoon duties;
- Work with the school-based principals, Deans, Instructional Leadership Team, Chief Academic Officer, and Executive Director to dramatically improve student achievement;
- Provide interim coverage for principals, deans, or other members of the Instructional Leadership Team as needed, including for short term and/or extended leaves;
- Provide instructional coaching to teaching staff at the direction of the Chief Academic Officer;
- With the school-based teams, ensure strong consistency between all three programs;
- Assist the Principals in overall management of the school and support the daily operation of the school;
- Support the Deans of Students with community building initiatives (i.e advisory planning, assemblies, community events, etc.), family outreach, restorative justice, and circle facilitation;
- Regularly attend student events and athletic contests across grades 5-12; and
- Support all members of the Instructional Leadership team with projects and core functions of their roles.

### COMPENSATION & BENEFITS

- This position falls on our Non-Instructional [salary scale](#), based on years of prior experience.

- Additional compensation is awarded to those with advanced degrees or with a Special Education license.
- Vacation, Holidays, and PTO is dependent upon position, but, at minimum, staff are paid for all holidays (including Thanksgiving, Winter Break, February Break, and April Break) and 72 hours of PTO.
- We offer medical, dental, and vision insurance, tuition reimbursement up to \$1,000/year, commuter benefits, and 403(b) plans.

## **JOIN OUR TEAM**

To formally apply, visit <https://forms.gle/U1knBekeNFFts55u6>. 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.