



BOSTON COLLEGIATE CHARTER SCHOOL

School Leadership Fellow

We are looking for a versatile, engaging, and passionate School Leadership Fellow.

This position reports to the 5-8 Principal.

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 DESCRIPTION

- 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;
- Working with the school-based principals, Deans, Instructional Leadership Team, Chief Academic Officer, and Executive Director to dramatically improve student achievement;
- Providing interim coverage for principals, deans, or other members of the Instructional Leadership Team as needed, including for short term and/or extended leaves;
- Providing instructional coaching to teaching staff at the direction of the Chief Academic Officer;
- With the school-based teams, ensuring strong consistency across grades 5-8;
- Assisting the 5-8 Principal in overall management of the school and support the daily operation of the school;
- Supporting the Deans of Students with community building initiatives (i.e advisory planning, assemblies, community events, etc.), family outreach, attendance, restorative justice, and circle facilitation;
- Working with the Director of Learning and Academics to plan, support and track intervention efforts across grades 9-12, both during the school day and after;
- Regularly attending student events and athletic contests across grades 5-12
- Participating in lunch coverage, hallway transitions, and student arrival and departure for a minimum of 2 hours per week; and
- Other such duties as the 5-8 Principal may request commensurate with the Employee's position.

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; and
- Affirm that we grow as educators best when we are held to high expectations for rigor, relationships, and relevance.

COMPENSATION & BENEFITS

- This position falls on our Non-Instructional [salary scale](#), based on years of prior experience with a range of \$93,455 - \$105,185.
- Why Boston Collegiate? Check out our [Value Proposition](#) to learn more about the benefits of being a staff member.

JOIN OUR TEAM

To formally apply, visit <https://www.bostoncollegiate.org/careers/>. 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.