



## BOSTON COLLEGIATE CHARTER SCHOOL 2017-18 College Counselor

BCCS was founded in 1998 with a simple yet ambitious mission: to prepare each student for college. We have grown from 120 students in grades 5 through 7 to almost 700 students in grades 5 through 12.

- 100% of BCCS's graduating classes have been accepted to college. The majority of our students will be the first in their families to earn college degrees.
- In 2016, 100% of BCCS students scored Advanced or Proficient on the 10<sup>th</sup> grade ELA MCAS exam, and 96% of BCCS students scored Advanced or Proficient on the 10<sup>th</sup> grade Math MCAS. Additionally, 100% of BCCS students scored Advanced or Proficient on the 9<sup>th</sup> grade Physics MCAS exam.
- The school accepts students by random public lottery.

### Current Openings:

We are looking for a smart, problem-solving, self-reflective, and passionate **COLLEGE COUNSELOR** who wants to be part of a dynamic team to help continue to BUILD a school and to SHAPE its future direction. The College Counselor would report to our Director of College Programming, and job responsibilities include:

- leading a cohort of BCCS seniors through the college application process;
- working with the Director of College Programming and community based partner organizations to assist and support families in applying for financial aid
- focusing on student achievement, thinking critically and strategically to place BCCS students in the most advantageous and appropriate position possible when applying to college;
- working with the Director of College Programming to consistently evaluate progress, using data to drive improvements in the college placement process;
- communicating effectively and frequently with students and families, engaging families in their children's education;
- developing and maintaining strong relationships with college admissions officers and the individuals responsible for college acceptance at each campus;
- teaching and facilitating Collegiate Skills classes in grade 10, focusing on career exploration;
- teaching and facilitating Collegiate Skills classes in grade 11, focusing on internship preparation, SAT and ACT preparation, and the college application process;
- teaching and facilitating Collegiate Skills classes in grade 12, focusing on the college application process;
- working with the Development Associate to co-facilitate the BCCS Internship Program, ensuring that all students engage in a 2-week internship in January;
- attending and supporting the summer college road trip;
- supporting the registration for standardized assessments such as the SAT and ACT;
- supporting High School programming such as FLEX coverage and securing summer opportunities for students as needed.

In addition, all BCCS staff members:

- believe we must all do whatever it takes to ensure all students are not only accepted to college but graduate successfully from college;
- believe in measuring student academic achievement in tangible ways;



- believe that data should drive instruction and that curriculum should be based on clear and rigorous standards;
- believe in reflecting on their performance with the desire and humility to grow in and improve upon their craft in the interest of student achievement;
- believe in having the highest expectations for all students and not making excuses for them, the school, or staff;
- believe that students, families, teachers, and school leaders should be held strictly accountable for their work;
- believe in building a positive school culture where respect, enthusiasm, effort, achievement, perseverance, community, and hard work are valued; and
- believe that for every problem, there is a solution, and that if we can't find the answer immediately, we simply work longer, harder, and smarter.

Candidates must have previous teaching experience and familiarity with the college search and application process. Prior College Counseling experience and Spanish speaking or Haitian Creole speaking ability preferred.

Start date ideally immediately, but potentially flexible for August, 2018 given the circumstances of the candidate.

**To Apply:**

Applications including your resume and a cover letter describing your interest and qualifications should be sent to [teacher@bostoncollegiate.org](mailto:teacher@bostoncollegiate.org). No telephone inquiries, please.

More information about Boston Collegiate Charter School may be found at [www.bostoncollegiate.org](http://www.bostoncollegiate.org).

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