Educators for Quality Alternatives

School Principal

Position Description

Position Summary

EQA seeks an aligned, driven, and experienced school leader. Through the design and management of systems and culture, instructional vision and execution, and team development, Principals coach, manage, and lead their teams to insure that every student in the school is supported and developed to their greatest potential.

Leading an EQA school is an opportunity to develop in one of the most innovative spaces in one of the most progressive places and moments in American public education. As a small school without layers of bureaucracy, this is an opportunity to have a strong voice in developing the school's vision, design and success.

As the school leader, the Principal is responsible for:

- ✓ School Mission and Vision Alignment
- ✓ Staff Development and Accountability
- ✓ School Culture and Behavior Development
- ✓ Curriculum and Instruction
- ✓ Systems/Program Design, Management, and Compliance

Position Requirements:

Education & Experience

- BA required; MA or MEd Preferred; teacher/leader certification a plus but not required
- Minimum 10 years' experience effectively working with at risk high school students
- Minimum 5 years' experience effectively leading and coaching adults
- Minimum 5 years' experience effectively managing programs, departments, or schools

Skills & Approach

- Passion for improving educational opportunities for students with the most serious academic and behavioral challenges
- Strong belief in students as unique and capable individuals
- Effective use of restorative and therapeutic approaches for student and community growth
- Conscious of own identities and privileges and builds cultural responsiveness in self and others
- Excellent communication and interpersonal skills
- Careful, detail-oriented data management and analysis skills
- Flexible, positive, learning mindset focused on effective and innovative problem solving
- Dedicated to continually growing as a professional and as a servant leader

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Areas of Responsibility

School Mission and Vision Alignment

- ✓ Develop and maintain a knowledge base in EQA's cultural, pedagogical, and organizational practices
- ✓ Train and support staff to understand and work with students in alignment with EQA expectations
- ✓ Monitor systems and staff to effectively produce the results expected by stakeholders, including: the Educators for Quality Alternatives Board, the Charter Authorizer, students and families
- ✓ Maintain high quality internal and external communication
- ✓ Manage structured and informal feedback and data loops to ensure continuous improvement
- ✓ Provide consultation to Executive Director for long term strategic planning
- ✓ Stay current on national and international trends and best practices in both alternative and traditional education

Staff Development and Accountability

- ✓ Recruit and select an effective and diverse team
- ✓ Manage and develop staff using EQA's Coaching and Professional Map system
- ✓ Design and provide both group and individualized professional development which is responsive and tailored to school-wide and position/individual-specific needs
- ✓ Observe, give feedback, and meet with direct reports on a weekly basis to provide both strategic direction and responsive support
- ✓ Observe, give feedback and meet with indirect reports on a rotating basis to accurately provide direction and support to them and their managers
- ✓ Design and provide high quality interventions and support to struggling staff

Culture and Behavior Development

- ✓ Model use of and actively promote restorative and therapeutic practices with students, staff, and families
- ✓ Research, select, design and implement high quality curricula, programs, and systems for school's restorative, inclusive, and joyful culture
- ✓ Maintain a safe, secure, and prepared facility and faculty
- ✓ Research, select, design and implement high quality supports for developing students' behavioral skillfulness

Curriculum and Instruction

- ✓ Research, select, design and implement high quality curricula, assessments and systems for school's varied instructional approaches primarily: project based learning, differentiated instruction, and backwards design. Do so within the context of a variety of instructional settings including, but not limited to:
    - Project based seminar classes
    - Online and blended learning courses
    - Career & Technical Education
    - Internship based learning

    - RtI Interventions
- ✓ Develop, implement, monitor and adjust school wide and individual student plans and interventions
- ✓ Manage, analyze, and communicate academic and RtI data for individual student and school-wide improvement

Systems/Program Design, Management, and Compliance

- ✓ Insure effective and compliant school systems and programs including, but not limited to,:
    - Enrollment
    - Special Education
    - RtI
    - Pupil Progression
    - State Testing
    - Discipline
    - Internship Program
    - Next Steps Program
    - Counseling, social work & mental health
- ✓ With the Executive Director & Operations Director, manage school operational, financial, and data systems and programs.
- ✓ Proactively comply with all organizational, local, State, Federal, and funding requirements

Educators for Quality Alternatives

Assistant Principal

Position Description

Summary

The Assistant Principal ensures that has a rigorous, effective, student-centered curriculum that meets school-wide and individual students' career and academic needs, while developing teachers and their coaches to become the most effective educators for our students.

Duties & Responsibilities

Curriculum and Instruction

- Research, select, design and implement high quality curricula, assessments and systems for school's varied instructional approaches primarily: project based learning, differentiated instruction, and backwards design. Do so within the context of a variety of instructional settings including, but not limited to:
    - Project based seminar classes
    - Online and blended learning courses
    - Career & Technical Education
    - Internship based learning
    - RtI Interventions
- Develop, implement, monitor and adjust school wide and individual student plans and interventions
- Manage, analyze, and communicate academic and RtI data for individual student and school-wide improvement

Staff Development and Accountability

- Recruit and select an effective and diverse team
- Manage and develop staff using EQA's Coaching and Professional Map system
- Design and provide both group and individualized professional development which is responsive and tailored to school-wide and position/individual-specific needs
- Observe, give feedback, and meet with direct reports on a weekly basis to provide both strategic direction and responsive support
- Observe, give feedback and meet with indirect reports on a rotating basis to accurately provide direction and support to them and their managers
- Design and provide high quality interventions and support to struggling staff

Position Requirements:

Education & Experience

- BA required; MA or MEd Preferred; teacher/leader certification a plus but not required
- Minimum 10 years' experience effectively working with at risk high school students
- Minimum 5 years' experience effectively leading and coaching adults
- Minimum 5 years' experience effectively managing programs, departments, or schools

Skills & Approach

- Passion for improving educational opportunities for students with the most serious academic and behavioral challenges
- Strong belief in students as unique and capable individuals
- Conscious of own identities and privileges and builds cultural responsiveness in self and others
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- Careful, detail-oriented data management and analysis skills
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- Dedicated to continually growing as a professional and as a servant leader

Educators for Quality Alternatives

Dean of Student Support Services

Position Description

Summary

The Dean of Student Support Services ensures that students have access to and receive high quality support services to increase student success and stability. They will be responsible for providing oversight and support for unique student populations within our school community.

Either directly or through management of the appropriate staff members, this position is responsible for:

- Special education services and compliance
  - Manage Special Education Coordinator and CBI Lead Teacher
  - Provide training and support to Special Education teachers and paraprofessionals
  - Insure compliance with IDEA, SPLC, and all other state and federal expectations
- RtI services and compliance
  - Research, select, and monitor academic intervention programs
  - Manage academic and behavior intervention teachers and services
  - Insure all students are assessed and monitored appropriately
  - Identify students who are not making adequate progress and design next step interventions and/or evaluations
- 504 services and compliance
  - Manage 504 systems to insure students are properly identified and assessed
  - Manage 504 systems to insure all plans and files are in compliance
- Homebound instruction
  - Manage homebound instructor
- Nursing and health services
  - Manage nurse
- ELL services and compliance
  - Manage ELL teachers and coordinate ELL classes and services
  - Insure compliance with ELL testing and student plans
- Mental health services
  - Manage mental health counselors
  - Insure all students are assessed, identified and receive appropriate supports
  - Coordinate training for all staff on trauma-informed care, specific student mental health needs, and appropriate interventions for students in crisis

Position Requirements:

- 5+ years teaching experience with special education and/or at risk middle/high school students
- 2+ years leadership or coaching experience
- BA, MA preferred
- Passion for improving educational opportunities for urban students and for being a part of a strong, mission-driven team
- Commitment to EQA's mission, vision and values
- Excellent organization, communication, interpersonal and people management skills
- Skilled at program, monitoring and evaluation, workplanning, and execution
- Flexible and learning mindset dedicated to effectively & innovatively problem solving
- Excellent communication and interpersonal skills
- Careful, detail-oriented data management and analysis skills
- Flexible, positive, learning mindset focused on effective and innovative problem solving
- Dedicated to continually growing as a professional and as a servant leader

Dean of Students
(Full Time)
Position Description

Position Summary

The Dean of Students position is a unique opportunity to be lead a school built precisely for the students who currently struggle the most in New Orleans.

As the Dean of the school, you are at the Principal's side, designing and nurturing the school culture and restorative practices that ensure every student is supported and developed to their greatest potential.

Over 50% of students at NOAH struggle with behavior or mental health issues and many have been expelled from their prior schools. Thus one of the school's most important missions is to help students improve their behavior and conflict management skillfulness. This is done through building transformational relationships, leveraging restorative approaches including collaborative problem-solving and mediation, and consistently and lovingly holding students accountable for growing.

As a Dean at NOAH you are not "punishing" or "fixing" students, you are leading an environment that helps young people develop.

The Dean of Students is responsible for:

- ✓ Building genuine and transformational relationships with every student
- ✓ Using restorative process including but not limited to leading restorative conversations, developing student plans, and mediating conflicts
- ✓ Training and supporting other staff to use restorative approaches
- ✓ Maintaining building security including, but not limited to, opening and closing the building, checking students in, managing hallways, entrances, and bus stops, and chaperoning trips
- ✓ Insuring strong student attendance through calls, home visits, and other initiatives
- ✓ Actively walking halls and classrooms and proactively engaging with students and faculty
- ✓ Leading staff in teaching and maintaining student expectations regarding dress, electronics, etc.
- ✓ De-escalating students who are in crisis
- ✓ Investigating and problem-solving student issues and concerns
- ✓ Establishing and maintaining strong communication with students, teachers, and parents and family members
- ✓ Documenting and following up on all incidents, issues, resolutions, or next steps with students
- ✓ Leading culture building practices including but not limited to student orientation, student handbook design, classroom circles, trips, and Town Halls
- ✓ Insuring a clean, safe, and orderly facility to facilitate learning
- ✓ Stepping in for the Principal as appropriate

Position Requirements:

- 5+ years teaching experience with special education and/or at risk middle/high school students
- 2+ years leadership or coaching experience
- BA or BS required
- Deeply respectful, calm, and de-escalating approach to students in crisis
- Experience with and commitment to working restoratively with students with emotional and behavior struggles
- Excellent communication and interpersonal skills

- Flexible, open to change, quick-learning, self-directed, and able to manage in a highly dynamic and fast paced environment
- Learning mindset dedicated to effectively and innovatively problem solving and constantly improving
- Comfortable with excel, databases and online communication
- Passion for improving educational opportunities for urban students and for being a part of a strong, mission-driven teams
- Commitment to The NET's mission, vision and growth