



Charter School – Director of School Culture

Mission:

The mission of Cardinal McCloskey Community Charter School is to address the academic, social-emotional and developmental needs of its students in a safe, supportive and trauma-sensitive learning environment. Cardinal McCloskey Community Charter School is committed to serving at-risk students, including students in foster care and students receiving preventive services. Through a rigorous program of instruction utilizing a trauma-informed, Sanctuary approach and by providing a wide range of wraparound support services, Cardinal McCloskey Community Charter School will help each student become more resilient, independent and academically successful.

During its first five-year contract, CMCCS will serve K-5th grade students, and thereafter, will expand through 8th grade. CMCCS will be a separate 501c3 education corporation, which will work closely with Cardinal McCloskey Community Services. The school will open in August 2018.

Sanctuary Model:

Cardinal McCloskey Community Charter School is committed to the Sanctuary Model, a comprehensive trauma-informed method for creating change and helping individuals heal from traumatic experiences. It is a whole system approach built around the framework of SELF (Safety, Emotional Management, Loss, and Future). It is designed to facilitate the development of structures, processes, and behaviors on the part of staff, children and the community as a whole that can counteract the physical and psychological wounds suffered by the children, youth, and families we work with. The ultimate outcome of a trauma informed philosophy is the creation of safe, therapeutic living and working environments for our students, families, agency members and ancillary providers, which espouse the proactive principles of growth, change, and empowerment of the individual for the betterment of the community. Each employee across our family of agencies has the responsibility to demonstrate the tenets of the Sanctuary Model in their work with students and in their interaction with other team members. Demonstrating these tenets is considered an essential responsibility for all staff in all positions across our school and family of agencies.

Director of School Culture

The Director of School Culture is responsible building and maintaining systems that ensure a joyous and achievement-oriented school culture. S/he implements the school's mission through effective support of the school's students and staff in maintaining a health school climate. Working closely with the Principal, the Director of School Culture will oversee and support integration of the Sanctuary Model into the school's programs and culture. The Director of School Culture reports to the Principal.

Responsibilities

- Possess clear vision of what great school culture looks like and regularly articulate this vision to students and staff.
- Write, update and maintain systems and policies for attendance, entry, breakfast, class transitions, cafeteria usage, lunch, bathroom usage, dismissal, homework and other areas of student life.
- Help to implement the Sanctuary Model in the school. The Director of School Culture will be a member of the school's Core Sanctuary Team.
- Plan and implement a behavior management system consistent with the school's educational philosophy and Discipline Code.
- Analyze school-wide trends around attendance, behavior, homework and class transitions and develop and lead initiatives to address challenges.
- Invest students and parents in the school's goals and core values; ensure that all students care deeply about their school community, about their own academic performance, about their futures; ensure students find joy in learning and have fun; emphasize school's mission and values in one-on-one, class, grade level and school-wide venues.
- Conduct regular school culture walkthroughs to maintain a high bar of excellence.
- Train staff in classroom management, student engagement and parent involvement.
- Work with the school's social workers and special education teachers as necessary and partner with teachers to provide extra interventions.
- Establish protocols and best practices to ensure that teachers communicate regularly with parents
- Partner with Director of School Operations to ensure smooth entry, dismissal and transit to and from school.

Minimum Standards and Qualifications

- Master's Degree and NYS Teaching Certification strongly preferred
- Minimum 3 years of teaching or related experience in the Grade K-5 span
- Minimum 2 years of experience in a student dean role or similar role in an elementary school setting

- Understanding of and capacity to engage in and develop and implement professional development regarding the Sanctuary Model.
- Excellent oral and written skills
- Familiarity or experience in the Sanctuary Model
- Bilingual/Spanish a plus
- Successful experience working in an urban educational setting
- Successful experience in communicating with parents and students.

CMCCS is committed to the practice of trauma-informed care in accordance with the tenets of the Sanctuary Model ® through utilizing the SELF-framework for Sanctuary practice and promulgating ongoing Sanctuary professional development for trauma-informed classrooms.

I have read and understand the description of this job.

Signature: _____

Date: _____