



Dean of Faculty 2020 Summerbridge Program

BREAKTHROUGH OVERVIEW

[Breakthrough Providence](http://breakthroughprovidence.org) is a year-round, academic program who pursues a dual mission to: increase academic opportunity for highly motivated, underserved students and get them into college ready to succeed; and inspire and develop the next generation of teachers and educational leaders. Breakthrough Providence is a part of the national [Breakthrough Collaborative](http://breakthroughcollaborative.org), comprised of 30+ sites across the country and Hong Kong, working to bridge the opportunity and achievement gap for students and teachers. Historically, over 90% of our student body is of color; nearly 85% are low-income; almost 60% speak a language other than English at home; and about 60% will be the first in their families to attend four- year colleges.

The intensive six-week summer program for rising 7th and 8th graders is a key component of Breakthrough's effort to ensure students are on an academically rigorous path through middle school while also focusing on their social-emotional health. Summer programming consists of core academic classes (math and English) as well as leadership and identity development.

ROLE RESPONSIBILITIES

Dean of Faculty

Because Breakthrough utilizes a "students teaching students" model, all summer classes are planned and taught by exceptional high school and college students. Approximately 1/3 of our staff each year are comprised of student alums of the program who return for a myriad of reasons. Summer teaching fellows bring energy, excitement and a willingness to learn, and the Dean of Faculty brings experience and knowledge. Our Dean of Faculty provides guidance and problem solving skills to help our teaching fellows grow as pre-service educators through a holistic lens. The responsibilities of the Dean of Faculty include:

- **Build a community within our faculty**
 - Create and disseminate pre-work for teaching fellows, aiding in the planning of teacher training, and spearheading introductions within the staff
 - Develop and facilitate engaging professional development workshops alongside the instructional coaches
 - Facilitate the fun traditional staff activities that center around community self-care and friendly competition
- **Support Students-Teaching-Students model**
 - Support instructional coaches in developing individual support strategies and/or classroom management
 - Coordinate with the Dean of Students to liaise between teachers and students to create and evaluate student support plans as needed
 - Provide observations on teaching fellows when needed to aid instructional coaches in their
- **Work alongside the Administrative Team (A-Team)**
 - Collaborate with the Middle School Program Director on curriculum development, implementation and evaluation
 - Aid in facilitating faculty evaluations and end of summer wrap-up tasks
 - Be an advocate for the teacher perspective in administrative meetings
 - Carry out general office tasks as needed, such as copying, faxing, filing, answering phones, etc.

DATES & HOURS

Pre-Summer:

- April-June (flexible hours)
 - Orientation to position and onboarding to assist in summer planning
 - Recruitment for Instructional Coaches

Summer:

- Teacher Training
 - June 17 - June 26
 - Typically 8am-4pm M-F
 - Student/Family Orientation Day on Saturday, June 20 9am-12pm and 1:30pm-4:30pm
- Summerbridge - Flexible within a 6-hour daily schedule
 - Monday, June 29- Friday, August 7
 - Celebration on Saturday, August 8 6pm-8pm



Wrap-Up Week:

- Tuesday, August 11 - Thursday, August 13
 - Staff are only required to be on campus 9am-12pm on Tuesday
- After the aforementioned time, staff have the flexibility to accomplish the following, but not limited to;
 - Complete all relevant evaluations, exit interviews, and documentation
 - Assist the Administrative Team in other wrap-up work

QUALIFICATIONS

The ideal candidate for this position is a current educator or graduate student studying education or related administrative field. They should have a strong desire to work collaboratively with others to create and maintain systems for teacher and student support. Other educator personnel are also strongly encouraged to apply. Specific qualifications include:

- Bachelor's degree and at least 3-5 years of classroom teaching experience
- Experience collaborating with others to share best practices within and across content areas
- Experience implementing social justice themes into lessons
- Experience working with high school and college students
- Experience in restorative practices preferred
- Experience prioritizing the needs of many across different levels of responsibility
- Excellent writing, organization, and technology skills including knowledge of Google Apps and Renaissance Star Testing
- Spanish/Other Language(s) proficiency highly preferred
- Ability to work occasional evening and weekend events as needed
- Prior Breakthrough experience highly preferred

QUALITIES

- **Team player**, with the ability to develop trusting relationships quickly and sincerely
- **Student-centered** with instincts to listen to and elevate the voice and contributions of young people
- Ability to maintain clear boundaries with middle school students and to apply rules fairly and consistently
- A strong sense of purpose and vision for expanding educational opportunity and promoting educational equity, particularly for low-income students of color
- **Culturally competent**, with knowledge of the -isms and how structural inequality impacts our daily lives
- Emotionally intelligent, with awareness and sensitivity to address individuals' mental, physical, and intellectual health needs
- **Professional**, with strong problem-solving skills and flexible attitude
- Ability to thrive in a small, fast-paced non-profit environment that values collaboration, creativity, strong work ethic, and spirit
- Authoritative, with ability to make quick decisions that have the best interest of individuals and the BTP community in mind
- **Humorous**, with the ability to be silly and laugh at oneself

SUPERVISION

The Dean of Faculty will report directly to the Middle School Program Director. You may expect formal and informal, weekly and daily check-ins respectively.

COMPENSATION

- \$4000 stipend paid in three installments
- Financial support with transportation can be provided

APPLICATION INSTRUCTIONS

Interested candidates should send their cover letter and resume as attachments to apply@breakthroughprovidence.org by **Thursday, February 27th, 2020**. Please include the position for which you are applying for in the subject of the email.

FOR MORE INFORMATION

If you have additional questions or wish to get more information about our organization please go to our website at www.breakthroughprovidence.org or email apply@breakthroughprovidence.org with the position you are inquiring in the subject of the email.

We look forward to seeing your application to join our Summer **2020** Team!