



**Dean of Students
Boston, Cambridge, and Somerville Campuses**

ORGANIZATIONAL OVERVIEW

About Us and Our Philosophy

Breakthrough Greater Boston (BTGB) is a transformative college access and teacher training program. BTGB offers six years of academic enrichment and college preparation to middle school and high school students with high potential but limited opportunities. Simultaneously, BTGB recruits, trains and inspires a diverse cohort of high achieving college students to become the next generation of urban teachers. Leveraging a Students Teaching Students model, BTGB provides engaging, tuition-free academic programming during the summer and after school. Our students gain the skills and motivation to succeed in rigorous high school courses and, ultimately, in college. Meanwhile, our teachers gain hands-on experience, research-based training and coaching from professional educators.

Over the past eight years, 97% of our graduating students have matriculated to college, and 82% of them have persisted through their undergraduate years. On average, more than 70% of our graduating teachers have gone on to pursue careers in education. After two decades of success at our original Cambridge site, BTGB embarked upon a significant program expansion and opened a second site in Boston in the summer of 2013 and a third site in Somerville in 2018. As an independent 501c3 nonprofit, Breakthrough Greater Boston is part of The Breakthrough Collaborative, a national educational movement working to improve educational outcomes for youth across 25 U.S. cities.

With a deep commitment to our mission, BTGB operates with the highest standards of integrity and best practices, while also enjoying the ability to be innovative and flexible to meet the evolving needs of our students, families and teachers. Our team is diverse, high-performing and dedicated. We continue to build an organizational culture that emphasizes our core values for every member of our community:

- **Spirit:** We cherish and embody the youthful energy and spirit of our students and teachers
- **Continual Learning:** Everyone in our community has something to learn and something to teach
- **Team Together:** We all chip in to accomplish whatever is needed for our teammates and the broader organization
- **Student Centered:** Our students are our first priority and our decisions center around what benefits our students
- **Equity and Opportunity:** We value diversity of identity, background and thought. We treat everyone with dignity and respect
- **Excellence in Everything:** We maintain high expectations for ourselves

Breakthrough Greater Boston encourages individuals of all backgrounds to apply for this position, and we do not discriminate on any basis prohibited by applicable law. We celebrate the diversity of our world and our community, and we seek to build a team that reflects that diversity in every way. We welcome and encourage all qualified applicants who share that same vision, as we wish to engage all those who can contribute to our work and this mission.

THE OPPORTUNITY

Deans will play a critical role this summer in driving academic achievement for students and building a rigorous college preparatory environment through collaboration with the program leadership team. Deans have a deep understanding of high-leverage instructional strategies and will directly manage and coach teachers. They serve as a grade-level culture leader of the building and will ensure systems are carried out with fidelity.

Primary Responsibilities:

Program Culture

- Collaborates with Director of Student Services to develop, implement, and monitor a program-wide culture plan that includes routines and expectations for students and staff in and outside of the classroom that are rooted in restorative justice practices
- Provides leadership to all staff and students in establishing a positive, structured, and achievement-oriented environment
- Track and monitor student behavior data to develop necessary program or grade-level wide support
- Use culture and intervention data to plan and facilitate weekly professional development and support grade-level teams with problems of practice

- Creates inclusive environments that honor and support a diversity of backgrounds and perspectives
- Models Breakthrough Greater Boston's core values and sets the standard for professional behavior
- *Supervise non-classroom times such as arrival, dismissal, lunch, and transitions, and manage bus safety, so that non-classroom spaces are positive, calm, and orderly.* This means leading these spaces and times to uphold program wide systems and expectations. For buses, it means setting and upholding expectations for appropriate behavior.
- Assists in Breakthrough's daily operations by employing effective and efficient student-centered practices

Interventions

- Helps teachers develop and implement classroom-based, developmentally appropriate interventions for individual students and groups of students
- *Provide targeted programming to support positive identity development and peer relationships.* This means working with the Counselor and the program's leadership to facilitate social skills groups, mediation, and other age-appropriate groups and lessons to support students with navigating challenges of middle school
- Plan agendas for and run regular Grade Level Team meetings
- Assists the Student Support Process in collaboration with the Counselor and the Student Support Team (SST) to ensure students receive behavioral academic interventions

Building Community

- Communicates with students, parents and families and appropriate program staff to share progress, as well as behavior and academic concerns
- Creates a healthy, high-achieving environment where staff feel challenged, supported, and valued
- Engage families in understanding grade level expectations, setting student goals, and providing specific support to their student/s.

YOUR BACKGROUND AND QUALIFICATIONS

- At least two years of teaching experience (three or more years preferred)
- Teaching degree or certification strongly preferred
- Commitment to and passion for educational equity

- Understanding of the social, emotional and cognitive developmental level of middle school students
- Ability to work with students from diverse cultural and economic backgrounds
- Ability to deliver positive, constructive and honest feedback
- Outstanding presentation, writing and organizational skills
- Energy!

LOGISTICS

Breakthrough is seeking Deans for all sites and there may be multiple depending on the size of the campus.

Locations for summer programming are:

Boston: New Mission (655 Metropolitan Ave Hyde Park, MA 02136)

Cambridge: Cambridge Rindge and Latin School (459 Broadway, Cambridge)

Somerville: John F Kennedy School (5 Cherry St Somerville, MA 02145)

Deans work approximately 40 hours per week during the 5-week Summer Program (July 8-August 9). An example schedule is below; the summer Dean schedule for this being created.

- M/W: 8-2:30; T/TH: 8-4:30
- Fridays: Assigned two Fridays to work 9-3pm (dates TBD)
- Max 40 hours a week
- 3-5 hours of take-home work each week

Deans will support during pre-summer teacher training dates TBD (IC hours are flexible during the pre-summer teacher training). Deans will have 10 hours of pre-summer training in late May/early June.

COMPENSATION

The Dean is a paid position. The hourly rate is \$40/hour.

HOW TO JOIN OUR TEAM

Apply by sending your resume to jobs@btgbmail.org.

For more information, reach out to Deans, Senior Director of Student Services, at adipesa@btgbmail.org.

Candidates for employment and employees are considered without regard to race,

religion, color, sex, sexual orientation, national origin, disability, citizenship, military status, gender identity, genetic disposition or carrier status, marital status or any other characteristic protected by federal, state or local law.

Thank you for your interest in Breakthrough Greater Boston!