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## **POSITION ANNOUNCEMENT: STUDENT SUPPORT DIRECTOR**

Siembra Leadership High School is an APS start-up charter in its third year of operation. We are hiring for one of the three pillar director positions for 2018-2019 academic year. In our unique model, a pillar director position is similar to what would be an assistant principal at a traditional school. We are looking for an authentic, passionate, dynamic and inspiring leader who will demonstrate commitment to improving education. We are looking for a professional committed to students and families through student support, community engagement and project-based learning. We value creative and energetic professionals who have an enthusiastic approach to leadership development, as it applies to both themselves and students. Candidate(s) for this position will be prepared to co-create a school which serves young people that have been failed by other systems.

### **Siembra Leadership High School Mission Statement**

The mission of Siembra Leadership High School (SLHS) is to prepare academically underserved students for entrepreneurial careers that reflect the values and needs of the Westside and South Valley communities through collaboration with entrepreneurs, and an emphasis on social, emotional, and intellectual growth.

### **Position Description:**

The Director of Student Support is a school administrator. This leader is responsible for ensuring social and emotional support of all students. The chief responsibilities of the Director of Student Support are the overall strategy, implementation, organizational development and oversight of student mental health, student well-being, social and emotional learning, attendance interventions, retention interventions, family engagement and discipline. This position reports directly to the Executive Director.

- Serve as on an **on-site school leader** accountable to students, staff and families.
- Ability to work in a **start-up charter environment** to include, but not limited to creating schoolwide systems structures and policies.
- Lead on developing a **psychologically safe school wide culture** to include oversight and regular facilitation of schoolwide meetings and thoughtful messaging to students, staff and families. This includes development of staff skills at all levels of the organization to create a culture of support.
- **Lead a multidisciplinary staff** in their role as student advisors to include coaching, feedback, observation, consultation and professional development training.
- Development, oversight, implementation, progress monitoring and data collection of **schoolwide attendance intervention and student retention program** with a focus on student/family engagement and support.
- Development, oversight, implementation, progress monitoring and data collection of **schoolwide discipline program** through restorative, healing, strengths-based, relationship focused, positive youth development lenses.
- Development, oversight, implementation, progress monitoring and data collection of **schoolwide advisory curriculum** to include social/emotional learning, soft skill development and social justice.
- **Directly supervisor social work staff** and social work student interns, to include oversight of schoolwide clinical service delivery and hiring, recruitment and retention of social work staff.
- Oversight of **schoolwide operations** with regard to safety.

- Co-creation of **graduate profile** and senior capstone experience with regard to social and emotional student learning.
- Commitment to **professional development** of self and other staff.
- Seeks, builds and maintains strong relationships with external community agencies to include oversight, development and implementation of **schoolwide resource/referral program** to support students and families.
- **Formal data collection** on each student regarding internal and external student assets to 1) drive service implementation, and 2) meet Siembra’s mission specific indicators.
- Management and oversight of school response to student **mental health and safety emergencies** to include policy development and staff training. This includes but is not limited to child abuse and neglect, suicide intervention, students experiencing homelessness and other safety concerns.
- Creates, monitors, implements and oversees opportunities to **engage families** with school to include open house, Jump Start Day, monthly family meals, family meetings (for academic progress and discipline issues) and co-creating school systems.
- Works closely with Directors of Community Engagement and Curriculum & Instruction to ensure delivery and **fidelity to Siembra’s three pillar model** to meet the needs of students.
- Performs **other duties as assigned** by the Executive Director.

**Compensation:**

\$69,000 for 2018 – 2019 school year with an increase to \$75,000 for the 2019-2020 school year.

**Minimum Qualifications:**

- Bachelor’s degree in social work, education, public health or related field.
- Five years experience working with opportunity youth.
- Strong understanding of resources for family and student support in the Albuquerque community.
- Excellent analytical, communication and presentation skills.
- Ability to self-start in a fast-paced, collaborative, startup environment.
- Strong understanding of mental health and special education and/or juvenile justice.

**Preferred Qualities:**

- Master’s degree in social work, education, public health or related field.
- NM PED administrative license or enrollment in administrative licensure program.
- NM PED level III social work or teaching license.
- State of New Mexico clinical (LCSW) or independent (LISW) licensure.
- Bi-lingual/bi-cultural.
- Program development experience.
- Five years experience working in a charter school setting or law enforcement setting in New Mexico.
- Supervision/leadership experience.

**How to Apply:**

For consideration, applicant(s) must submit the following materials directly to Jaqi Baldwin, Executive Director/Principal at [j.baldwin@siembraabq.org](mailto:j.baldwin@siembraabq.org):

- Letter of interest demonstrating qualification and experience
- Personal statement of educational philosophy and social justice
- Current curriculum vitae or resume

- Three professional references (direct supervisors preferred)
- Copies of current license(s)

All applicants will be screened based on desirable qualifications and relevant experience. The most qualified applicants will be scheduled for position interviews. All other applicant submissions will be placed in a talent bank for future consideration.

This posting closes November 27<sup>th</sup>, 2018

*At Siembra Leadership High School, we do not just accept difference - we celebrate it, we support it, and we thrive on it for the benefit of our employees, students and families. Siembra Leadership is proud to be an equal opportunity workplace and is an affirmative action employe*