



Dean of Faculty 2021 Summer Program

BREAKTHROUGH OVERVIEW

[Breakthrough Providence](http://breakthroughprovidence.org) is a year-round, academic program that pursues a dual mission to increase the 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), comprising 30+ sites across the country and Hong Kong, working to bridge the opportunity and achievement gap for students and teachers.

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 composed 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 training and 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 observations.
- **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.

QUALIFICATIONS

The ideal candidate for this position

- is a current educator or graduate student studying education or related administrative field. Other educator personnel are also strongly encouraged to apply.
- have a strong desire to work collaboratively with others to create and maintain systems for teacher and student support.

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 Suite
- Spanish/Other Language(s) proficiency highly desired
- 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 a 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.

DATES & HOURS

There will be an optional opportunity to join the virtual **National Breakthrough Collaborative Spring Training, via Zoom, during the week of April 19th**. This will provide the opportunity to learn about Breakthrough culture and pedagogy and network with other members of the collaborative.

Staff Training

- Monday, June 21, 2021 - Thursday, June 24, 2021 | 5:30 pm to 7:15 pm
 - We will be including some evening training sessions to ensure preparation for staff training
- Monday, June 28, 2021 - Friday, July 2, 2021 | 8:30 am to 5:00 pm
 - *Friday, July 2, 2021 will be a half-day*
- Monday, July 5, 2021 – Friday, July 9, 2021 | 8:30 am to 5:00 pm

Student Program

- Monday, July 12, 2021 - Friday, August 6, 2021 | Mon – Fri, 9:30 am to 12:15 pm and 2:15 to 5:00 pm
- Friday, August 6, 2021: Celebration 6:00pm - 7:00pm

Staff Wrap-Up

- Monday, August 9 - Thursday, August 12 | 10:00 am to 2:00 pm

COMPENSATION

- \$3,000 (pre-tax) stipend paid

APPLICATION INSTRUCTIONS

Interested candidates should send their cover letter and resume as attachments to apply@breakthroughprovidence.org by **05/1/21**, with “Dean of Faculty position interest” **in the subject line**.

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 about in the subject of the email.

We look forward to seeing your application to join our Summer **2021** Team!