Assistant Principal/Director of School Culture

About North Side Community School:
We are a K-8 charter school in the City of St. Louis founded in 2008. We currently have around 500 scholars and will have around 600 next year. We are now in our eleventh year of operation and were recently granted a ten-year charter from UMSL which is very rare as most charters only receive a five-year renewal. North Side was just ranked as the number one elementary charter school in St. Louis and the number three school in the state. Despite the fact that the majority of our scholars live in the most challenging neighborhoods in St. Louis, where 100% of our scholars qualify for free or reduced lunch, we have the highest of standards and our scholars rise to meet them every day. Most classes are small with less than fifteen scholars per class. Small classes and high expectations has been a winning combination and in 2016, the School was named Public Charter School of the Year by the Missouri Public Charter School Association. North Side also received the Champion of Education Reform for Closing the Achievement Gap Award from the Children’s Education Alliance of Missouri (CEAM). North Side was awarded the What’s Right with the Region Award for Promoting Racial Equality and Social Justice from Focus St. Louis.

Assistant Principal/Director of School Culture Position:
The DSC will be at the forefront of character education. This person will develop a program aligned with our core values and help teachers teach strong positive habits. S/he is also responsible for making school fun for scholars, building excitement, and celebrating achievement. The DSC must also create that same type of culture for staff. The DSC is responsible for coordinating with other departments to celebrate and reward staff achievements. The DSC handles any behavior and attendance issue and supervises the counselor in order to prevent negative behaviors and promote strong attendance. The DSC is our liaison with parents and helps to build a positive relationship between all staff members and home.

Character Development
- Plans for character development and creates daily opportunities for scholars to practice positive behaviors and to be acknowledged for its demonstration.
- Creates advisory lesson plans that help to build positive school culture.
- Proactively and restoratively deals with behavior issues.
• Proactively deals with attendance issues.

School Culture
• Creates, monitors and supports strong school-wide norms, protocols, and procedures.
• Plans and effectively communicates events that help to build staff and scholar culture like awards assemblies and morning motivational meetings.
• Celebrates staff birthdays and makes each staff member feel seen and appreciated.

Family Liaison
• Creates and hosts forums for parent partnerships.
• Creates, supervises, and supports community service activities (One weekend a month).
• Creates systems that bolsters communication with parents.

Skills & Characteristics:
• Excellent organizational, planning, and implementation skills are a must.
• Excellent communication skills.
• Self-directed but receptive to feedback.
• Must exemplify initiative, leadership, and tenacity.
• Must exemplify maturity, humility, and a strong work ethic.
• Strong moral sense and ability to hold others accountable.
• Must be flexible and able to multi-task; can work within an ambiguous, fast-moving environment, while also driving toward clarity and solutions; demonstrated resourcefulness in setting priorities and guiding investment in people and systems.
• Relentless – Doing whatever it takes to ensure success.
• Detail-oriented team player willing to roll up their sleeves to get the job done.

Educational Background & Work Experience
• Bachelor’s degree required, master’s degree preferred.
• At least 3 years teaching and/or counseling/social work.

Compensation
We offer a generous compensation package including benefits.
Process - 3 Rounds:
Round 1 (Dec 23 – Feb 21)
  • Application Reviews
Round 2 (Mar 23 – Mar 29)
  • Phone interview
Round 3 (Mar 30 – Apr 5)
  • LT Interview – Submit and present PD Plan, Staff and scholar Culture Plan, and be ready for roles plays.

To Apply:
Please send a resume and thoughtful cover letter, outlining how your skills and experience meet the qualifications of the position and stating how you heard about this opportunity. Send to Chester.asher@northsidecommunityschool.org with “Application – DSC – (Your Name)” in the subject line. Failure to use proper subject line may result in your application not being considered.

North Side Community School is an equal opportunity employer and is committed to a policy of equal treatment for all individuals applying to the school. North Side Community School does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin.