



JOB POSTING
RESIDENT DIRECTOR
A BETTER CHANCE (ABC) PROGRAM, WINCHESTER MA

Mission Statement of Winchester ABC

A Better Chance (ABC) is a national non-profit organization that provides academically talented minority scholars with an opportunity to attend outstanding public and private secondary schools throughout the United States.

At Winchester A Better Chance, we offer our scholars the opportunity to learn in an excellent educational program that affirms and nurtures their academic potential and allows them to participate in the arts, community service, athletic and other extra-curricular activities. Our mission is to ensure that each Winchester ABC Scholar develops the confidence and independence necessary to not only succeed in college, but also to be active, effective contributors to society. Through our program, we also strive to ensure that Winchester ABC Scholars share their talent, energy and diverse experiences to Winchester High School and to the Winchester community as a whole.

Role of Resident Director(s)

The Winchester ABC Resident Director serves as a role model for the Winchester ABC Scholars and as the organization's primary on-site authority figure. The Resident Director(s) is required to observe and enforce any and all rules, regulations, and policies that A Better Chance, Inc., and the Winchester ABC Board have established or may establish in the future. Communication between the RD and the Board is crucial, and both parties will provide timely reports as to activities, schedule changes, and other pertinent matters concerning the scholars.

As employees of the organization and therefore reporting to the President of Winchester ABC, the RD is expected to:

- Maintain residence at the Winchester ABC scholars' residence throughout the school year, including weekends and school vacations. The RD may also live at the scholars' residence while the scholars have returned home to their families for the summer.
 - Note: Winchester ABC scholars are expected to return to their families during the academic year vacations set by the Winchester Board of Education. Additionally, the scholars spend one full weekend each month and every Sunday afternoon and evening (12pm until 7pm) with their host families. With the exception of the afternoon and evening of the last day of a vacation or long weekend, the week after the last day of school and two weeks prior to the start of school can be considered free time except in the event of an emergency or unplanned scholar travel or scholar extracurricular commitments.
- Serve as *in loco parentis* and as such, be responsible for enforcing decisions, administering discipline, enforcing rules, and providing a supervisory presence during the evenings and weekends.

- Serve as primary source of information for the Board concerning scholars' health, welfare, growth and development, including attending monthly Board meetings with updates on the aforementioned topics as well as other issues or occurrences that the Board should be made aware of.
- Respond to Executive Committee queries in a timely manner.
- Work with the Winchester ABC liaison to Winchester High School to ensure effective communication with Winchester High School.
- Maintain a family-like environment within the house to engage and support the scholars.
- Serve as primary conduit with parents and guardians of scholars on all matters except academics.
- Serve as primary representative of Winchester ABC in the community, including participating in fundraising and special events as required by the Board.
- Work with Academic Advisor and Resident Academic Coordinator to ensure scholars are able to meet their academic and social duties, including the coordination of tutors.
- Serve on the Student Selection Committee.
- Coordinate and oversee chef (who provides dinner 4 days during the week), as well as contractors who assist in maintenance of house and grounds
- As directed, participate in monthly Board meetings, scholar selection, budgeting process, and host family meetings. May also include additional meetings as deemed necessary by the Board.
- Manage the Winchester ABC House including daily maintenance and provide proper stewardship of other Winchester ABC assets and resources.

Compensation

As an employee of Winchester ABC, you shall receive:

- Housing in the Winchester ABC house on the 3rd floor as well as use of common areas.
- Meals during the academic year (meals will not be provided during breaks and summer vacations).
- A competitive monthly stipend commensurate with experience during September through June. No additional benefits are offered.

Requirements

Qualified candidates, whether an individual or a married couple, will:

- Have experience working with youth or have raised children of their own.
- Have a commitment to working with underserved youth.
- Be team players, able to work cooperatively with other adults to support our scholar's development and well-being.
- Be required to pass a criminal background check.
- Have a valid driver's license and a clean driving record.

The ideal candidate will:

- Have a minimum of a bachelor's degree.
- Have prior experience in an educational, youth development, or youth counseling setting.

Application Process

Interested applicants should submit resume and cover letter to: jobs@winchesterabc.org

For more information about the Winchester ABC Program, visit our website at: www.winchesterabc.org