



Boys' Latin of Philadelphia

Boys' Latin of Philadelphia, a college preparatory school, is dedicated to serving boys who live in the City of Philadelphia. We are committed to fostering our students' success through college graduation, and that begins with a strong academic foundation. Boys' Latin offers students a rigorous classical education using contemporary pedagogy that prepares them for college matriculation and sets high standards for achievement, character development, and emotional intelligence. We emphasize the value of brotherhood and nurture a community of young men who value academic success, hard work, and the development of their intellectual, moral, social, creative, and athletic potential. Boys' Latin is a school where

young men prepare to become leaders through challenging coursework within a supportive environment. Our curriculum blends liberal arts, classical studies, and state-of-the-art technology as we cultivate world citizens for the twenty-first century. We want students to embrace our mantra that *Every Man is the Architect of His Own Fortune*.

Job Title: Assistant Principal

Position Overview

Boys' Latin seeks an Assistant Principal to build a strong, positive, and sustainable student culture. The Assistant Principal will focus on building climate, school culture, safety practices, instructional practices and the behavioral concerns of the entire student body. The Assistant Principal is expected to provide leadership on all issues related to school leadership, school management, faculty support, student interventions, and other duties deemed necessary by the principal.

Duties include:

- Implement systems of accountability for students through the enforcement of the Boys' Latin Code of Conduct.
- Ensure uniform enforcement of the Code of Conduct by faculty and staff.
- Facilitate all student safety programs including coverage for Student Safety Corridors in conjunction with the Climate team.
- Coordinate Climate Team meetings to ensure systematic implementation of procedures.
- Establish and maintain strong communication lines with all parents.
- Observe students and classroom dynamics throughout the week, paying specific attention to instructional practices and student growth.
- Assist staff and parents in developing student behavioral expectations.
- Assist in the planning, development, and implementation of student life initiatives.
- Serve as a resource to staff in dealing with classroom management issues.
- Conference with teachers as needed about instructional planning.
- Assist in developing programs to promote positive student behavior as well as intervention strategies.
- Utilize proper consequences for behavior including detention, internal and external suspension, and recommendations for expulsion.
- Provide leadership and support in accordance with administrative team for all safety drills.
- Provides leadership in the development and revisions of Code of Conduct.
- Assist in staff development activities.
- Conducts in-service and training for new employees to the school.
- Serve as a member of the school leadership team.
- Assist in the selection of personnel for the building.
- Undertake other duties as needed and assigned by the Principal.

Competencies

- Unwavering commitment to the mission of preparing boys for success in college and beyond
- Strong belief that all types of students can learn and succeed
- Commitment to meeting all requirements in a timely manner
- Desire to continuously learn and increase effectiveness as a professional as evidenced, in part, to high levels of receptivity to feedback
- Willingness to be flexible and go above and beyond to meet the needs of Boys' Latin students
- Respect and humility towards all members of the Boys' Latin community
- Well-structured organizational system that promotes a well-designed plan for instruction
- Ability to influence and motivate students by instilling a sense of urgency
- Ability to cultivate relationships with students built on trust; further ability to leverage the strong relationships with students to push and challenge them toward their greatest potential
- Ability to cultivate relationships with parents built on trust and strong communication
- Ability to work collaboratively
- Mindset that embraces the joy of teaching and reflects enthusiasm about the profession
- Administrative certification (or certification pending)
- Awareness of the ongoing implications of racism and privilege and the collective need to incorporate anti-biased pedagogy

Interested candidates should submit a completed resume, letter of interest, and copy of state certification to: Ruth Gonzalez at rgonzalez@boyslatin.org

Equal Opportunity Employer

It is the policy of Boys' Latin Charter School not to discriminate on the basis of race, national origin, color, age, gender, height, weight, disability, religion, marital status, or sexual orientation in any of its employment practices, educational programs, services or activities.