



Position Title:	Academic Coordinator and Family Engagement Specialist - Horizons at SCH
Position Status:	Full-time from June 26-August 4, 2023
FLSA Classification:	Exempt
Reports To:	Horizons at SCH Site Director

Position Purpose

The Horizons at SCH Academy Academic Coordinator and Family Engagement Specialist is a dedicated and effective educator who is warm, attentive, collaborative, and understands child development, culture, race, and socio-economics intersect within the learning experiences of young people. The Academic Coordinator and Family Engagement Specialist provide counseling support for our students and maintain strong relationships between the program and the caregiver community. This talented, passionate, caring professional will work as a team player to fulfill the Horizons mission and create a joyous, inclusive, inspiring, and educational culture. The Academic Coordinator and Family Engagement Specialist will work with the Site Director and faculty to identify a strong and successful summer curriculum that is thematic, project-based, and helps students develop reading and math skills.

Essential Functions

- Provides student support through behavioral intervention and motivation strategies.
- Aids in the implementation of a life skills curriculum focusing on social-emotional competencies.
- Helps to facilitate teacher-caregiver relationships.
- Oversees daily curriculum plans and provides feedback on best practices to achieve age-appropriate student learning outcomes.
- Works collaboratively with caregivers to develop and implement remediation plans for students.
- Works with Horizons teachers and staff to identify a strong and successful summer curriculum that is thematic, project-based, and helps students develop reading and math skills.
- When more social-emotional support is needed, works with families to discuss and connect with outside supports (e.g., outpatient therapists, etc.).
- Aids in the development and implementation of crisis management protocols.
- Maintains records of student conduct and family outreach activities.
- Works with the Reading Specialist and faculty to design lesson plans, create student-differentiated groups, and individualized development plans as needed.
- Creates a positive atmosphere in partnership with other Horizons lead teachers, teaching assistants, and volunteers.
- Attends all preseason training, program meetings, and program family events.
- Coordinates student feedback and reports to families and schools.
- Works collaboratively with other staff to address family questions or concerns.
- Fulfills any other tasks or duties as requested or assigned by the Site Director.

Qualifications

- Bachelor's degree in education or related field.
- Minimum of three years of experience as an early childhood classroom teacher.
- Demonstrated experience with SEL (Social Emotional Learning) education and initiatives.
- Commitment to Horizons' mission and a belief in its effectiveness in helping students reach their full potential.
- Passion, enthusiasm, and energy for working with young children.
- Willingness, ability, and desire to work collaboratively as a team member.
- Experience in curriculum design for grades K-8 in reading and math, preferably in both the school year and summer programs.
- Passion for education equity, social-emotional wellness, and the HSCH mission.
- Experience working with underserved youth and communities.
- Training in and experience using effective behavioral health strategies.
- Experience providing counseling and/or structured emotional support to youth.
- Experience working with caregivers in a community-based setting.
- Strong relational skills, demonstrated through warmth and the ability to work well with a team.
- Ability to maintain the confidence of students and their families.
- Excellent communications skills, both written and verbal.
- Ability to acknowledge racial disparities in educational opportunities and how they adversely affect children of color in under-resourced communities.
- Outstanding interpersonal, organizational, and communication skills, including relative comfort integrating technology for record-keeping and communication.

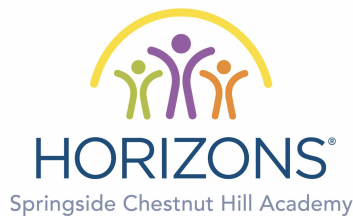
Physical Requirements and Work Environment

- Must be able to work effectively in a fast-moving environment where unexpected student issues and varying challenges compete for one's attention.
- Must be able to work actively around the classroom for extended periods.
- Must be able to work both in a traditional climate-controlled environment and also work outdoors, utilizing the natural surroundings for outdoor education and experiences.
- Be able to lift up to 30 lbs occasionally.
- Regularly use close and distance vision.
- Frequently stand and talk or hear and sometimes walk and sit.
- Turn, bend, reach, and occasionally climb.

Application Procedure

Interested candidates, please email a cover letter, resume, and contact information for three references to Attn: Kenyatta Patterson to careers@sch.org.

Springside Chestnut Hill Academy is an Equal Opportunity Employer.



Horizons at SCH Organization Background

Springside Chestnut Hill Academy (SCH) is an independent preK- 12 school in Northwest Philadelphia serving over 1100 students from over 100 zip codes. Horizons at SCH, established in 2021, is an affiliate of Horizons National, established in 1967. Horizons seek to advance educational equity by building long-term partnerships with students, families, communities, and schools to create experiences outside of school that inspire the joy of learning. Horizons at SCH partners with the School District of Philadelphia's Henry Houston School and Eleanor C. Emlen, offering a summer program to address both schools' achievement and opportunity gaps.

At the core of the Horizons program is an exemplary six-week summer academic program that supports a cohort of students in reading, writing, math, and science, paired with field trips, sports, and enrichment activities in the performing and visual arts. Swimming lessons are an important component of the Horizons program and will also be offered. After summer, the Horizons at SCH program also includes a year-round component featuring family events, enrichment activities, and regular visits to and communication with students' schools and teachers.

Horizons at SCH will launch its third season of programming in the summer of 2023 with one class of 15 *new* Kindergarten students and one class of *returning* 1st and 2nd-grade students. A new class will continue to be added each summer until the program includes K-8th grades. The student/teacher ratio at Horizons SCH will be approximately 5:1. **For more information about Horizons at SCH, please visit <https://www.sch.org/horizons>.**