

Position: Dean of Student Life

Position Description: The Dean of Student Life plays a crucial role in supporting the Hoban mission by promoting student success and ensuring a supportive learning environment where students can safely thrive academically, spiritually and socially. The Dean will provide strategic direction, leadership and oversight for a wide range of student life programs and services, promoting student engagement and success while maintaining a high level of expectation, accountability and discipline within the student body. The Dean will hold students accountable for successful behaviors and habits ranging from attendance policies and academic integrity to sound interpersonal relationships and decision making. This is a full-time 11-month position.

We are a private Catholic School located in the heart of east Akron and rooted in the Holy Cross tradition. Our Holy Cross values are essential to our identity and philosophy of educating the hearts as well as the minds of students, celebrating our diversity, valuing each person, and welcoming one another with the hospitality of Christ. Our Holy Cross educators nurture student achievement and growth through collaborative planning and execution of curricula and encourage an expectation of lifelong learning.

Position Responsibilities:

- Collaborate with school leadership to develop and implement policies and procedures that support student achievement and well-being including updating and editing the student handbook and holding students accountable to those provisions.
- Implement educational initiatives to promote a culture of integrity, inclusion, responsibility and respect among students.
- The ability to engage parents in challenging conversations with poise, grace and authenticity.
- Oversee the student discipline processes and implement appropriate interventions to address behavioral issues to ensure fair and consistent outcomes.
- Organize, communicate and execute disciplinary hearings when appropriate and necessary.
- Collaborate with academic departments and student services to support student behavior, retention, academic success and decision making.
- Assist with monitoring student attendance and tardies, including follow-up procedures and strategies. Communicate early and often with parents when attendance and lateness issues arise.
- Utilize Blackbaud software to log discipline, attendance, tardies and infractions and use metrics to guide student discipline decisions.
- Oversee student life/student council efforts including major initiatives like Mum Day, Homecoming, Prom and other Hoban traditions. Evolve and grow student life initiatives when opportunities arise. Work closely with student life moderators.
- Participate in professional development activities to stay current on best practices in student discipline, school safety and student support services.
- Serve as a liaison between students, parents, teachers and administrators to address concerns and promote effective communication.
- Oversee the in-school-suspension and detention programs.
- Ensure regulations of the student dress code are observed.
- Supervise and evaluate student behavior management systems, including the implementation of restorative practices and conflict resolution strategies.
- Attend home and away OHSAA contests when assigned as well as co-curricular offerings and serve as an overseer of student behavior and ethics and/or the administrator on duty.

Position Qualifications:

- Master's degree in education, counseling or related fields is preferred.
- Principal license is preferred.
- Minimum of 3-5 years of experience in K-12 education, with a focus on student relationships, discipline and behavior management.
- Strong leadership, communication and conflict resolution skills with the ability to collaborate effectively with all departments and constituents.
- Knowledge of relevant laws, regulations and best practices related to student discipline and school safety.
- Experience with restorative practices and positive behavior interventions and a willingness to learn and explore new systems and procedures to address attendance, tardiness and behavioral issues.
- A knowledge of Holy Cross values and/or a willingness to adopt a strong belief in the Holy Cross values and traditions.

Benefits: In support of our employees and their families beyond the classroom we offer a comprehensive benefits package that includes medical, dental, vision, life insurance, an employee assistance program, generous sick time, personal and professional paid time, 401k match and additional employer contribution, fitness center, Hoban store discounts and year-long spiritual engagement opportunities.

We invite qualified candidates to complete our online application and include a letter of interest and resume at www.hoban.org by June 21, 2024.