

ICA Cristo Rey Academy

Dean of Student Culture

Job Posting

About ICA Cristo Rey Academy:

ICA Cristo Rey Academy is a Dominican Catholic college preparatory that empowers girls from underserved communities to become confident young women able to realize their full potential. By providing an excellent academic curriculum, a unique corporate work study experience and the support of our spiritual community, we prepare students for a life of faith, purpose, and service.

Position Summary:

The Dean of Student Culture reports to the Principal and collaborates with the Academic Leadership Team (ALT) to cultivate an inclusive, college-prep student culture.

Responsibilities:

- Clearly articulate, champion and uphold among all stakeholders the mission-aligned norms that support and sustain our learning community;
- Ensure that the code of conduct and student discipline, attendance, and uniform policies are aligned with the school's mission, clearly communicated and systematized, and consistently and fairly upheld, including through timely, effective support and accountability for students not meeting the school's expectations;
- Collaborate closely with the Corporate Work Study team to ensure that community norms are supported in students' workplaces;
- Coordinate and support the Associated Student-Body (ASB), Student Council, and all their related events (including ongoing leadership training, weekly meetings, elections, etc.), and class moderators;
- Collaborate with Campus Ministry and the BLOCK, Ambassadors, and CLIP societies to ensure a climate of student engagement on campus;
- Support clubs and student life activities and traditions during and after school, including dances, social events, speakers, panels, picture days, awards ceremonies, graduation events, and the like;
- Maintain robust parent engagement through frequent written and phone communication, large-group parent events, and individual parent meetings;
- Identify, with the ALT and student success team (SST), students with acute behavioral, social-emotional, and attendance needs, and implement equitable support and accountability plans;
- Support teachers in the creation of classrooms that uphold community norms, characterized by a culture of accountability, responsibility and sensitivity to the social and emotional needs of our students;

- Maintain a consistent and active presence during the school day – at entry, dismissal, transitions, meals, and in classrooms – to monitor and shape the student culture and uphold expectations;
- Assume additional responsibilities assigned by the Principal to advance the ICA Cristo Rey mission.

Minimum Requirements:

- Model ICA Cristo Rey’s core values and professionalism: treat stakeholders with empathy, model excellence, prioritize effectively, follow through, communicate with integrity, serve others, and spread optimism and joy;
- Approach your professional practice with a desire to grow: enthusiastically participate in professional development; seek feedback; demonstrate drive by accessing resources to further your improvement;
- Contribute fully, intentionally, and constructively to the team—the Board, school leadership, CWSP staff, and faculty and school staff; collaborate with integrity, humility, and commitment to ensure the foundation of trust that will enable the school community to accomplish its ambitious goals;
- Embrace the team’s goals and the results we achieve as the collective responsibility of the entire Cristo Rey team; collaborate with colleagues to maximize the team’s impact; seek opportunities to push the team, to laugh with colleagues, and to recognize and celebrate the team’s accomplishments.

Qualifications:

Successful applicants will embody mission-commitment, intellectual curiosity, openness to growth, and optimism. In addition, they will meet or exceed the following requirements:

- Bachelor’s degree or higher;
- Expertise in K-12 education, especially school culture, student life, and student support and accountability;
- Strong knowledge of the academic, socio-emotional, and life skills necessary for college readiness;
- Robust understanding of the importance of diversity, equity and inclusion at all levels of a school’s culture;
- Relevant work experience supporting teens and/or young adults from diverse, underserved communities;
- Proven ability to lead adult teams and collaborate across departments to meet ambitious, measurable goals;
- Superior initiative, resourcefulness, and organizational capability;
- Proficiency using technology to communicate, track information, and engage stakeholders;
- Fluency speaking and writing in Spanish is strongly preferred.

ICA Cristo Rey encourages applicants of all backgrounds and provides equal employment opportunities to applicants of any race, ethnicity, religion, sex, or national origin. Candidates from diverse backgrounds are encouraged to apply.

Salary range: \$80,000-\$115,000

Apply:

To apply, submit the following to tsprouse@icacademy.org

- Resume
- Cover letter highlighting your interest in and readiness for this position

Applications will be reviewed on a rolling basis until the position is filled.