



Nativity Preparatory School New Bedford

66 Spring Street

New Bedford, MA 02740

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www.nativitynb.org

About Nativity Prep: Nativity Preparatory School New Bedford is an independent, tuition-free school for boys in grades 5-8 from low-income households in the New Bedford area. Nativity Prep fosters the intellectual, moral, social, and athletic growth of its students, and nurtures in a small-school setting the full potential of their character. Nativity Prep is preparing boys to Navigate the world!

Nativity Preparatory School is deeply committed to fostering belonging and an inclusive community. Nativity Prep seeks candidates who have a clear interest in being part of a community that is committed to these principles and those of restorative justice.

Nativity Prep seeks to build on its strong foundation and establish a pathway to sustained success for decades to come. The school is committed to developing programming that enhances the opportunities for the students to develop critical life skills.

Position

Dean of Academics and Student Support

Responsibilities

Senior Leadership Team

- Serve as a thought partner for the Head of School, Associate Head of School and Dean of Students
- Mentor, coach and supervise Department Chairs
- Support the hiring process for all faculty positions
- Assist in Admissions decisions
- Lead professional development for faculty

Academic Program Oversight

- Oversee the design, evaluation, and refinement of a rigorous and engaging curriculum for 5-8th grade boys
- Ensure integration of diverse texts and materials that reflect a range of perspectives, experience and voices
- Implement effective instructional strategies that meet the needs of all learners
- Oversee interdisciplinary instructional units in collaboration with department chairs
- Develop the schedule optimizing the instructional program
- Oversee the administration of NWEA MAP Growth testing, review and analyze the data with department chairs to enhance student learning
- Oversee the Multi Tiered System of Support, collecting data and input, facilitating meetings, overseeing and implementing interventions, providing professional development, coordinating with the local public schools for external testing and communicating with families
- Provide direct instruction for students who require one-on-one or small group interventions
- Oversee the tutoring program
- Participate in faculty evaluations - development, conferences, document and follow-up
- Act as the liaison for the Academic Committee of the Board of Trustees
- Oversee the development, completion, and proofing of report cards and progress reports
- Implement social emotional learning into the classroom

Community and Communication

- Communicate effectively and proactively with students, parents and staff
- Collaborate with faculty and school administrators to support interdisciplinary initiatives and school events
- Plan and supervise co-curricular learning opportunities as appropriate i.e. field trips, and service learning.
- Coach or lead a student centered activity - during the class day, after school, or other.

Qualifications

- Bachelor's degree; Masters preferred.
- Minimum of 10 years education experience with a proven record of excellence in instruction and student support
- Experience with single gender education and / or tuition free schools favored
- Previous leadership or administrative experience within an educational setting is highly desirable
- Strong understanding of curriculum development, instructional design, and assessment practices
- Excellent communication, organizational and interpersonal skills
- Demonstrated commitment to professional development
- Ability to model and cultivate a growth mindset amongst the faculty
- Commitment to fostering an inclusive and equitable learning environment
- Evidence of strong interpersonal skills and ability to work effectively with a culturally

diverse population

- Ability to take initiative and succeed in a dynamic, fast-paced school environment while remaining calm and focused when faced with unexpected challenges; and
- Passionate commitment to the school's mission, values, and the academic and personal success of New Bedford students and families

Compensation

- Compensation will be commensurate with experience; salary range \$65,000-\$85,000
- Nativity Prep offers Health Care Coverage and a 401k plan and match.

Candidates are encouraged to apply even if they do not meet all of the criteria listed above.

Nativity Prep is committed to a diverse and inclusive community with respect to race, national origin, religion, gender, sexual orientation, family status, economic circumstance, age, and physical disability in its student body, faculty and staff. Nativity Prep does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, and athletic and other school administered programs. We strongly encourage applications from minority candidates. Nativity Prep is an Equal Opportunity Employer.