ST. AUGUSTINE PREPARATORARY STEM DIRECTOR

JOB DESCRIPTION

School description: Augustine Prep is a new K4-12 school coming to Milwaukee’s south side at 2607 S. 5th Street in Summer of 2017. The school will be a student-centered environment where young learners take ownership of their education not only in academics, but also physical healthy, creativity, and faith. Our graduates will go on to achieve their highest potential and make our city, and ultimately the word, a better place.

School vision: With Faith and Education, the Future is Created.

School mission: Augustine Prep will provide the youth entrusted to us a faith-based education which develops the body, soul and mind to each student's individual potential.

Reporting structures: The STEM director will report to the high school principal.

Position description: The STEM director will develop, plan, manage, support, organize and implement the STEM programs within the school and provide leadership for school-wide initiatives for the Mathematics and Science programs. He or she will provide direction and leadership for the overall administration and coordination of the STEM programs in support of effective instructional practices, communication and operational efficiency across the school. The ideal STEM candidate will be a strong, dynamic leader with an ability to recruit, develop and retain high-quality talent. Excellent interpersonal and communications skills are essential to succeed in this role. He or she must provide strong instructional leadership, manage and develop school principals, and implement strategic direction for operations, fundraising, financial management and community relations. He or she will serve as an external ambassador of the school in the community.

THE STEM DIRECTOR’S KEY RESPONSIBILITIES INCLUDE:

- Provide direction and leadership to develop a comprehensive school-wide STEM curriculum (K4 to 12th grade)
- Promote effective instructional practices and communication that support high levels of instruction through the use of research-based data driven best practices, effective classroom consultation, and program evaluation
- Monitor school data to determine trends and in turn develops and implements the most effective strategies for meeting and exceeding state and national student achievement goals
- Lead the process for the evaluation, selection, and acquisition of instructional materials, technology, supplies, equipment and textbooks to support the STEM curriculum
- Assist the school leaders and teachers in evaluating and improving classroom instruction in the STEM programs
- Develop the annual budget relating to STEM curriculum, instructional materials, technology and programs for the school
• Review and evaluate results of school-wide assessment data and recommend appropriate modifications to the STEM curriculum
• Manage and coordinate professional development training for Mathematics and Science teachers
• Develop outside partnerships within the community to ensure STEM programs and experiences for students and staff

REQUIRED QUALIFICATIONS:

• A belief in the ability of every child and a commitment to ensure excellence for each student
• Minimum of 3 years of demonstrated success in a supervisory role and an additional minimum of 3 years of classroom teaching experience
• Master’s degree
• A strong faith vision and foundation
• Effective oral and written communication skills; bilingual in Spanish preferred
• Skilled in strategic planning, project management, and organization development; able to balance a focus on big picture priorities while not losing sight of the annual goals and objectives
• Ability to organize programs, technology, personnel, and activities required for productive STEM learning in the school
• Experience managing financial, material, and human resources effectively
• Ability to connect with diverse community members, partners and institutions to ensure STEM development and partnerships
• Team player committed to the St. Augustine Preparatory mission and model
• Lastly and most important, the candidate must demonstrate and possess the highest integrity and be able to live the values and culture of St. Augustine Prep

Interested candidates must submit their resumes by June 15, 2016 to Allison Wagner, St. Augustine Preparatory Talent Recruiter, at allisonwagner1@gmail.com