



John Dibert Community School Dean of Students

FirstLine Schools

The mission of FirstLine Schools is to create and inspire great public schools in New Orleans. We do this by directly operating non-selective public schools and by developing training programs for teachers and school leaders across New Orleans.

Our schools prepare students for higher education and fulfilling careers by:

- Ensuring high achievement for all students.
- Providing a rich variety of educational experiences to nurture students' social and emotional development, love of learning, and aspiration to achieve their educational and career goals.
- Developing the skillfulness of our staff and creating sustainable working conditions that facilitate their success.

FirstLine Schools takes the charge of closing the achievement gap seriously. We support, develop and hold accountable our students, staff and administration for high student academic achievement and transformative programming.

John Dibert Elementary School

A neighborhood New Orleans Public school prior to Katrina, this school was re-opened by the Recovery School District. Last year a group of Dibert staff, parents and community members approached FirstLine Schools and asked if the network would consider chartering Dibert under the FirstLine umbrella. FLS has worked closely with the Dibert community to develop the charter, leadership team and the transition plan. Dibert will open its doors as a FirstLine Schools Charter School in July 2010.

Position Summary

The Dean of Students is responsible for ensuring:

- A calm, orderly classroom and building environment which preserves the sanctity of teaching and learning
- The safety of all students and adults in the building
- Age-appropriate behavior management systems and practices which support students and staff maximize their teaching and learning

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Areas of Responsibility

School Culture

- Be a visible presence around the school and build relationships with the students, teachers and parents.
- Monitor cafeteria and playground and develop a safe, calm positive culture
- Teach and manage calm, orderly transitions
- Manage bus arrival and departures
- Support the Asst. Principals and School Director in developing and managing the School Cultural Blueprint
- Support the Asst. Principals and School Director in training students and teachers on the School Cultural Blueprint and school behavior management system
- Design grade level and school wide experiences for students

School Safety

- Work with the Asst. Principals, School Director and Operations Manager to ensure building and grounds are free of potential hazards
- Investigate student incidents and determine next steps for student safety and consequences
- Train and head the school crisis intervention team
- Plan for, train and manage fire drills, emergency evacuations etc.

Behavior Management

- Following the directives of the Asst. Principals and School Director, develop and manage behavior management systems and practices which support students and staff maximize their teaching and learning
- Manage transportation discipline and reports
- Manage student discipline reports and records
- Under the direction of the School Director, manage suspension process and reporting

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- Following the directives of the school Principal and Special Education Coordinator, manage student behavior management plans
- Ensure students on suspension receive the appropriate communication and curriculum information
- Manage student detention and the Time Out Center
- Manage positive rewards system for students

Position Requirements

Education & Experience

- BA or higher degree
- 3-5 years teaching in an urban, open admissions middle school
- 1-2 years leadership in an urban, open admissions middle school

Skills & Approach

- Experience working with and a deep commitment to at-risk students and families
- Demonstrated record of setting high expectations for student behavior and school culture
- Demonstrated record of disciplining students in a positive, productive manner
- Demonstrated record of developing and managing systems effectively
- Demonstrated record of supporting and managing adults
- Strong organizational and record keeping skills
- Proficient in Microsoft Word, Excel and JPAMS

Position reports to

School Director

Compensation

Competitive based on experience

Comprehensive benefits package

To apply

Visit www.firstlineschools.org

Or write Lauren Rachal, Recruitment Manager

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