



**Hawthorn Leadership School for Girls
Student Success Specialist for the Hawkeye Center
2018-2019 School Year**

Hawthorn Leadership School for Girls is Missouri's only single-sex public school. Currently we serve 200 students in grades 6-9 in our college preparatory, STEM-focused program.

Hawthorn Leadership School for Girls is an affiliate of the Young Women's Leadership Network (YWLN), an entrepreneurial, results-driven non-profit organization that supports five all girls public schools in New York City and 11 affiliate schools across the country.. YWLN has a proven track record in creating a college going culture in schools and making the dream of college a reality for many young women from low-income and minority backgrounds.

This position provides supervision during student in-school suspension to middle and high school students, maintaining student discipline in this setting. The Student Success Specialist values each student as a unique individual and has an unwavering belief that all students can succeed. The Student Success specialist reports to the Executive Director.

The Student Success Specialist works with the Student Support Team to help students meet specific behavioral expectations. He or she understands the principles of clarity, consistency, reinforcement, and redirection and implements strategies and activities specifically designed to enable each student to achieve success at school.

The Student Success Specialist contributes to data gathering and tracking for individual students to help assess effectiveness and progress toward a stated goal. He or she works with identified students to ensure a safe and focused environment and supports student acquisition of core curriculum while outside of the classroom.

The ideal candidate has at least one year of teaching experience who prefers a role outside of the traditional classroom. This is not an instructional coaching or assistant principal role. This role does not have any evaluation or assessment responsibilities.

KEY RESPONSIBILITIES

Monitor and Supervise Students in need of behavior Interventions:

- Understand and adhere to Hawthorn's rules, policies and procedures regarding student behavior;
- Work directly with students whose negative behaviors hinder classroom success at school;
- Surveil student in-school suspension, while also assisting with behavior modification skill building and the preparation of student academic success.;
- Maintain integrity of disciplinary space, and create a safe environment
- Track all detention and in-school suspension earned and served by students;
- Support faculty and staff in analyzing and summarizing individual student performance data to measure growth toward stated goals.

Academic Program Support

- Support the faculty in providing appropriate instructional guidance to students who behaviors are creating obstacles to their learning and necessitating that they be out of class;
- Assist students with assignments, including motivating reluctant learners to complete assignments;
- Serve as in-building substitute teacher when schedule allows;
- Maintain student confidentiality.

Hawthorn is growing and recruiting now for new teammates for Dream Team 4.0! We are looking for distinctive educators who are committed to preparing Hawthorn's first graduating class for college. Teachers who flourish at Hawthorn are interested in culturally relevant pedagogy, dive into teacher leadership opportunities that match their passion and talent, teach others how to use their favorite classroom app, and of course, love our students and their families.

The successful candidate must have a commitment to ensuring the success of every student in and out of the classroom, an overarching positive attitude, and the desire and ability to work as a member of a team.

KEY QUALIFICATIONS

- Minimum of 1 year of experience in which an important responsibility was working with a Tier 3;
- Dedication to the philosophy that all children can succeed;
- Teaching certification at the substitute teaching level or higher;
- Proficient or advanced with technology. Specifically, an ability to navigate a student information system such as Infinite Campus;
- Ability to connect with a diverse student population and staff;
- Ability to develop mutually respectful relationships with students and co-workers;
- History of confidentiality in the workplace;
- Willingness to pitch in wherever and whenever the help is needed.

TO APPLY: Send cover letter and resume below to revans@hawthornschoo.org with the subject line: Student Success Specialist. Applications must be submitted by January 4, 2019.

This is a 10-month position.

This is an hourly position ranging between \$13.00-\$15.00 a hour.

Statement of Non-Discrimination: Hawthorn is committed to a policy of equal treatment for all individuals applying for employment at our school. Hawthorn does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin.