

Director of Instructional Leadership

Start Date: June 1st (could be flexible)
Team: Team Talent
Location: Brooklyn, NY or New Haven, CT

About Achievement First

Achievement First, a non-profit 501(c)3 charter school management organization, operates over 30 public charter schools in Brooklyn, Connecticut and Rhode Island. The mission of Achievement First is to deliver on the promise of equal educational opportunity for all children, regardless of race or economic status. Achievement First currently educates more than 12,600 students in historically underserved neighborhoods, with over 90% of our students identifying as Black and Latino. With its college-preparatory focus, the Achievement First approach is attaining breakthrough academic gains throughout the network. Beyond our students and schools, Achievement First is an engaged and prominent partner in the larger conversation about how to improve public education and student achievement in our country.

Achievement First's approach to teaching and learning enables every student to succeed at the highest levels. This involves:

- Recruiting and developing successful teachers and school leaders and empowering them to use student data to strategically drive instruction;
- Creating a joyful school culture where it is "cool to be smart" that emphasizes character education and focuses students on college;
- Providing students with more time on task and intense intervention when they are struggling so that no child falls through the cracks.

For more information about Achievement First's mission, approach, schools and team, please visit our website at www.achievementfirst.org.

Summary

The Director of Instructional Leadership will work directly with our Principals-in-Residence to build their proficiency in core instructional skills, including the Observation/Feedback cycle, Looking at Student Work (also known as Weekly Data Meetings) and Leading Adult PD.

Achievement First operates a two-year Principal-in-Residence (PIR) program for current deans who aspire to be principals of an AF school. The PIR program builds leader skill in core leadership competencies, including people leadership, school culture leadership and instructional leadership. We formerly partnered with Relay National Principal Academy Fellowship to train our PIRs on the instructional leadership skills, but as our program grows, we are ready to take a more personalized and differentiated approach to train our leaders internally.

Reporting to the Senior Director of Principal Preparation, the Director of Instructional Leadership will be responsible for ensuring all of our PIRs are proficient in the core instructional skills through centralized professional development, regular video assessment and feedback, and school-site visit and coaching as needed.

Responsibilities of the Director of Instructional Leadership will include but are not limited to:

- **PIR Phase I Skill Building**
 - Design and execute a week long Power Skills Intensive to build baseline skill on the Instructional Power Skills (Observation/Feedback, Looking at Student Work Protocols, Leading Adult PD), based largely off of the book Leverage Leadership.
 - Design and execute a series of video assessments to evaluate PIR proficiency in the instructional power skills, approximately 8 times over the course of the year. Review and provide feedback on video assessments over the course of the year.
 - Design and execute four 2-day intersessions over the course to build proficiency on the power skills. The Director will need to identify trends from video assessments to inform planning on intersessions to meet the needs of the participants.
 - Conduct school visits to coach PIRs who are not demonstrating proficiency on power skills to close the gap and ensure success.

- **PIR Phase II Skill Building**
 - Design and execute a series of professional development sessions to build leader proficiency in coaching and developing their deans
 - Design and execute a series of video assessments to evaluate PIR proficiency in dean development. Review and provide feedback on video assessments over the course of the year.
 - Conduct school visits to coach PIRs who are not demonstrating proficiency on dean coaching to close the gap and ensure success.

- **Additional Talent Work**
 - Support the Individual Learning Plan (ILP) process for PIRs, through review, feedback and facilitation of regular ILP check-ins
 - Partner with Team Academic Operations to co-facilitate and participate in Biathlons, network events designed to assess all school leader skill in Instructional Power Skills.
 - Design and facilitate additional PIR professional development sessions as needed.
 - Design and facilitate additional leader professional development sessions as needed, with new and current deans.
 - Partner with other members of Team Talent to build a deeper bench of future PIRs, develop stronger PIR selection practices and improve talent practices more broadly.

Skills and Characteristics

- Deep expertise and track record of coaching and developing teachers and leaders towards outcomes (Experience leading a school preferred)
- Mastery of the Observation/Feedback, Weekly Data Meeting and Leading Adult PD protocols originating in Leverage Leadership by Paul Bambrick-Santoyo (Past participation in Relay GSE's Leverage Leadership Institute or National Principal Supervisor Academy preferred)
- Significant experience planning and executing rigorous, engaging, high impact professional development for large groups of experienced educators
- Attention to detail and strong organizational and project management skills
- Strong social intelligence and the ability to engage a variety of stakeholders toward a common outcome
- Strategic thinker who uses data and multiple perspectives to form strong strategy

- Ability to thrive in a fast-paced, entrepreneurial environment; flexible, able to work autonomously as well as take direction as needed
- Prior experience demonstrates strong alignment to Achievement First’s mission
- Possess humility, a strong work ethic, sense of humor, and “roll-up-my-sleeves” attitude. Extreme team player.

Educational Background and Work Experience

- B.A. required; Advanced degree a plus
- 3-5 years of school leadership experience with a proven, multi-year track record of strong student achievement results, especially the achievement of low-income students
- Occasional weekend or evening work and willingness to travel to our schools and offices throughout Connecticut, Rhode Island, and New York as needed is required

Compensation

Salary for this position is competitive and commensurate with experience. Additionally, Achievement First offers a comprehensive benefits package.

To Apply

Send resume and cover letter to:

Hilary Cymrot
Senior Director of Principal Preparation, Team Talent
hilarycymrot@achievementfirst.org

Achievement First is an equal opportunity employer and an organization that values diversity. People from all diverse backgrounds are strongly encouraged to apply. Spanish language proficiency is a plus. You can learn more about diversity at Achievement First here: <http://www.achievementfirst.org/about-us/diversity/>.