



Job Title: School Principal (K-8th)

Start Date: July 18, 2022

Location: 300 Industrial Blvd NE, Minneapolis, MN

Northeast College Prep (NECP) is a diverse, Kindergarten – 8th-grade public charter school with approximately 360 students. Our mission is to ensure strong academic, social-emotional, and talent development in every member of our diverse student body, thereby positioning each student for college graduation, career success, and positive community impact.

Founded as a diverse school committed to both strong academics and social-emotional learning, our curious students learn about themselves and the world around them. All students take Art, Spanish, Arabic, Music and Physical Education. Social-emotional learning lessons are explicitly taught and woven throughout the day and we partner with community organizations to develop each students' unique talents.

About Northeast College Prep:

NECP exists to ensure that all children have access to an education that will help them to maximize their options in life, thereby contributing to a more just society. Our students and their families speak 14 different primary languages. About 50% qualify for English Language Learning services and about 90% qualify for free or reduced lunch.

Northeast College Prep is a positive school environment for students, staff and families. We intentionally create a positive adult and student culture. We believe in restorative practices and teaching intrinsic motivation (i.e. we don't use extrinsic motivation like candy or public behavior charts) so that students do the right thing even if no one is watching – also known as using the Responsive Classroom approach.

Key Responsibilities include but are not limited to:

School Culture Building

- Establish positive, engaged, high expectations high-school and college-oriented middle school culture
- Integrate K-8 system based on NECP's core convictions, and commitment to social and emotional development and the principles of Responsive Classroom

Curriculum and Instruction Related to Social and Emotional Development

- Lead training and implementation for social and emotional learning and behavior intervention focused curriculum
- Ensure social and emotional learning is integrated throughout the curriculum

Student Behavior Intervention

- Initiate and lead family meetings to address student behavior concerns
- Meet with classroom teachers, individually and in groups, regarding behavior concerns & interventions
- Supervise students as needed if they need to be out of the classroom
- Create clear systems and train staff on behavior documentation

Student Behavior Response Strategy and Implementation

- Revise and update behavior intervention policies, systems, and strategies using Responsive Classroom values and principles as a guide
- Lead the behavior response team in addressing particularly difficult situations that are chronic or may lead to suspension

Student Behavior Intervention Metrics and Performance Data

- Review behavior intervention data, identify patterns, and work with the behavior intervention team and social worker to refine behavior procedures as needed, during the school year and at year's end

Supervision & Performance Evaluation

- Lead and supervise the behavior response team, social worker, and staff affiliated with behavior response

Coaching

- Develop coaching protocols focused on classroom management and behavior intervention strategies
- Train the behavior response team to coach teachers and staff on classroom management/and social and emotional support strategies

Professional Development

- Lead all staff PD that focuses on social and emotional behavior development and behavior intervention strategies

Special Education (SPED)

- Develop and oversee the Child Study Team [CST]-related behavior intervention strategy and implementation with the SPED coordinator
- Work closely with SPED leadership and staff to coordinate behavior intervention support for all students
- Represent leadership team at SPED meetings when needed, in coordination with SPED Coordinator

Budget Management

- Participate in budget building process with the Executive Director and Operations Director with an emphasis on social and emotional learning and behavior intervention priorities
- Oversee budget line-items devoted to social and emotional learning and behavior intervention

Human Resources and Hiring

- Participate in hiring process for hires relating directly to the Behavior Intervention Team and SEL support

COVID Planning

- Lead social and emotional support and behavior intervention plan and implementation for distance learning

Other Duties as Assigned

Required Qualifications:

- Ability to speak to and cite past actions that demonstrate deep belief in the mission, vision, and each core conviction of Northeast College Prep
- Ability to lead, motivate, and work effectively with diverse student and staff populations
- Excellent verbal and written communication skills and proficiency with a variety of technologies
- Be respectful of and interested in learning about our school community in all of its diversity.
- Strong organization skills and follow through
- Track record of success as a teacher in urban school settings
- This is an on campus position (on campus full-time every day), in partnership with all office staff, regardless of the number of students in the building or the school model.
- Principal Licensure, graduate-level coursework, or program enrollment in school leadership/administration

Preferred Qualifications:

- Demonstrated record of success as a leader in an urban school
- Fluency (ideally) or proficiency in Spanish, Arabic, Somali or Oromo
- Valid MN teaching license and administrative license

Compensation: A competitive salary and full benefits will be offered.

Application Process: To apply, please fill out our online application located at www.bit.ly/NECPApplication. If applicable, college transcripts may be requested later in the hiring process. Applications will be reviewed on an ongoing basis until the position is filled.

Northeast College Prep is an equal opportunity employer and an organization that values diversity, equity, and inclusion. People from all diverse backgrounds are strongly encouraged to apply. If you have questions or concerns, reach out to Erika Sass at [hiring@northeastcollegeprep.org](mailto: hiring@northeastcollegeprep.org).