



## **Assistant Principal**

### **ABOUT RAINIER PREP:**

Rainier Prep is a rigorous college preparatory 5th – 8th public charter school located on the border of South Seattle and Burien, WA. We believe in the inherent capacity of every student to succeed in a college prep environment. Rainier Prep is achieving radically different outcomes for students who historically have experienced the most obstacles to college degrees and representation in leadership positions. Although state tests don't represent all that our amazing students are capable of, we are proud to share that on the most recent state Smarter Balanced assessments, Black and Latinx students at Rainier Prep performed at two times the proficiency rate in both math and science compared to their district peers, while also achieving a greater percentage of high growth year over year.

### **STAFF WE SEEK:**

At Rainier Prep, we believe that teachers are the cornerstone of creating an exceptional school. Teachers at Rainier Prep are collaborative, adaptable team members who are instrumental in creating, modeling, and sustaining a culture of high expectations, rigorous learning, curiosity, hard work, and family engagement. Applicants need to be deeply motivated to provide the best educational experience possible for our community. Rainier Prep staff are expected to be creative in building new programs, as well as solutions-oriented in addressing the challenges that inevitably arise in a school setting. We model a growth mindset and foster continuous learning in students, families, and colleagues.

### **RESPONSIBILITIES:**

Establish Strong School and Classroom Culture:

- Establish/encourage culture of flexible and collaborative collegiality in which mission and goals of the school are the foremost focus of all decision making; lead students to handle adversity and ambiguity well
- Demonstrate strong people management skills, with the ability to motivate, inspire, develop, and collaborate with a diverse group of teachers, leaders, staff members, and community members
- Maintain high expectations for all students and believe all students can find success in school, college, and life
- Support and lead on whole school behavioral routines like arrival, hallway transitions, lunch, recess, dismissal and buses.



- Thrive in an innovative, reflective culture that demands flexibility and quick adjustments to meet student needs and are comfortable with the ambiguity that can come with a dynamic and progressive workplace

#### Deliver Excellent Results Through Coaching:

- Model high quality behavior management and rigorous instruction within their classrooms and as an example for those they are coaching
- Hold weekly coaching sessions and regular observations of teachers
- Support teachers with clear feedback and actionable next steps
- Design, build and facilitate professional development experiences for the school faculty
- Create systematic, proactive supports for those implementing the Rainier Prep classroom management protocols as well as professional development for staff around ways to improve school culture
- Communicate teacher progress with the School Leader and Director of Instruction
- Manage and analyze student reading, math, and behavioral data to make recommendations to staff about instructional practices and/or school culture improvements
- Model classroom routines and procedures and co-teach classes
- Review gradebook usage and support with systems thinking regarding student progress and grades

#### Classroom / Instructional Responsibilities:

- Collaborate with teachers on grade team to write and update advisory curriculum
- Attend community events
- Teach a reading group and enrichment classes
- Provide push-in services to students in content classrooms

#### Collaborate with Colleagues:

- Seek, provide and implement high-quality feedback from/to colleagues
- Collaboration with grade-level and subject colleagues on all common courses taught
- Model a growth mindset and foster continuous learning in students, families and colleagues
- Open classroom doors to colleagues, families and community members
- Assist in creating and supporting common school-wide systems



- Assist in special projects as needed and other duties as assigned or assumed
- Serve/lead on multiple committees throughout the week (i.e. Behavior Team, Attendance Team, Student Support Team)

\*Studies have shown that women and people of color are less likely to apply for jobs unless they believe they meet every one of the qualifications as described in the job description. We are most interested in finding the best candidate for the job, and that candidate may be the one who comes from a less traditional background. We would encourage you to apply, even if you don't believe you meet every one of our qualifications described. If you are unsure whether you meet the qualifications of this position, or how this would be determined, please email [apply@rainierprep.org](mailto:apply@rainierprep.org) to discuss your application.

#### **MINIMUM QUALIFICATIONS:**

1. Master's Degree or equivalent experience
1. Washington State Teaching Certificate or the ability to get one before August 1, 2023
2. 3-4 years classroom, teaching and/or certificated coaching/mentoring experience
3. Culturally competent and responsive instruction with diverse students and families, a commitment for advocating for all children, and experience working with students of similar backgrounds to our students
4. Experience of school improvement strategies and the development and maintenance of a positive school culture
5. Experience with coaching and leading professional development on curriculum and instruction
6. Growth mindset and belief that all children and staff can learn at high levels
7. Evidence of strong relationships with colleagues, students and families
8. Experience in data analysis and instructional design responsiveness to data
9. Ability to multi-task in a fast-paced, dynamic environment
10. Ability to work independently and as a team member
11. Knowledge and experience in the development and evaluation of curriculum.

#### **PREFERRED QUALIFICATIONS:**

1. 5 years certificated teaching experience and/or 2 years of certificated coaching experience
2. Experience with Elena Aguilar and The Art of Coaching and / or Coaching for Equity, familiarity with Rely coaching models
3. Fluent in Somali, Spanish, Vietnamese, Amharic or Arabic



4. School or district leadership experience

**SALARY:**

Salary depends on full-time years of classroom teaching experience and level of education, and ranges from \$85,312-\$122,406. School vacations/holidays + benefits such as health, dental and vision insurance, and retirement will be included. *Note: This is a 12 month position and does require summer work.*

**HIRING PROCESS:**

Go to [www.rainierprep.org/careers](http://www.rainierprep.org/careers) and follow the instructions to apply. Rainier Prep will invite selected candidates for interviews. The selection process will continue until the position is filled. Hiring is contingent upon successful completion of employment and certification verification, fingerprinting, etc.

**START DATE:**

Start Date is dependent on certificated experience at time of hire. The 2023-2024 school year begins August 1st, 2023.

**\*CERTIFICATION:**

Washington State has a process for converting certificates from other states, and there is significant variability between states on the conversion process. Candidates will be responsible for completing all steps toward Washington state certification in order to begin work in Rainier Prep.

**EQUAL EMPLOYMENT OPPORTUNITY COMMITMENT**

Rainier Prep is an equal opportunity employer, and thus affords equal employment and advancement opportunity to all qualified individuals without regard to race, creed, color, religion, national origin, ancestry, gender, sexual orientation, pregnancy, age, disability, marital status, medical condition, or any other classification that is protected under applicable local, state or federal law.

**NONDISCRIMINATION STATEMENT**

Rainier Prep will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without discrimination based on race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status, the presence of any



sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. Rainier Prep will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society. Rainier Prep programs will be free from sexual harassment. Auxiliary aids and services will be provided upon request to individuals with disabilities. The below listed compliance officers have been elected to handle questions, comments, and complaints of alleged discrimination. They are available at 10211 12th Ave S. Seattle, WA 98168 or by phone at (206) 494-5979

Title IX Coordinator: Kamille Dye, Director of Finance & Operations

Section 504/ADA Coordinator: Morgan Fernandez, School Principal

Civil Rights Compliance Coordinator: Kamille Dye, Director of Finance & Operations