



Middle School Dean of Students & Social Studies Teacher, Berkeley, CA, USA

Classification:	Exempt
Employee Type:	Full-time 50% Dean of Students 50% Social Studies Teacher
Direct Supervisor:	Middle School Head
Location:	Middle School, Grayson Campus, Berkeley, California - USA
Minimum Educational Requirement:	Bachelor's degree a must in Education, Social Studies or related fields (Teaching credentials preferred)
Work Experience Requirement:	5 years experience
Start date:	August 2020
Application Deadline:	March 31st, 2020

Position description

We are seeking an experienced, enthusiastic and highly motivated **Dean of Students & Social Studies teacher** to join our team of dedicated faculty members for the 2020-21 school year. At Ecole Bilingue de Berkeley, we prepare students to meet challenges in the world by helping them develop an appreciation for a variety of perspectives from the local to the global. Learning experiences are inclusive, relevant, flexible, innovative, and adapted to reflect the needs of all kinds of learners.

Under the supervision of the Head of the Middle School, the **Middle School Dean of Students** is a key partner in creating an environment where each student can be engaged in collaboration, critical thinking, integrity, empathy, and creativity. Through work with the Division Head, faculty, advisors, learning specialists, and the middle school counselor, this role manages and oversees student life in many facets- from coordinating and participating in the elective classes to managing student discipline, developing student programs, and supporting the middle school-wide SEL program.

The **Middle School Dean of Students** has the opportunity to build supportive, trusting relationships to further this mission of cultivating a positive student culture that aligns with EB's values, in addition to incorporating restorative justice while managing student discipline. We celebrate diversity by fostering a community of learners built on mutual respect.

Additionally, the Middle School Social Studies teacher will be responsible for helping build a balanced social studies program of instruction and teaching courses to sixth, seventh, and eighth grade students and explore and integrate a range of resources, including technology, to engage, enhance and extend learning goals. The Social Studies teacher has an interest and skills in collaborating with colleagues as well as the potential and willingness to contribute beyond the classroom. S/he will inspire and challenge our students through the mission of the school. This position reports to the middle school Head.

Job Responsibilities include but are not limited to:

- Collaborate effectively with students, teachers, and parents
- Model flexibility in implementing best learning practices
- Support the well-being of all students
- Build skills and provide opportunities that help recognize, respect and embrace the diversity of all kinds, and contribute to a culture of inclusion
- Participate in the greater life of the division and school
- Establish and maintain a safe and orderly classroom environment with clear expectations.
- Generate a classroom culture that is engaging, student-focused and effectively managed.
- Be a positive collaborator and a strong team player.
- Serve as an advisor
- Take on other duties as needed

Qualifications and desired personal qualities:

- Bachelor's degree in Education, Social Studies or related fields
- 5 years of classroom teaching experience
- Previous experience working with middle school students
- Excellent interpersonal, written, and verbal communication skills
- Collaborative and collegial attitude
- Diligent and well-organized work habits
- Possess a strong commitment to the mission and vision of Ecole Bilingue

The above responsibilities are subject to the general duties and responsibilities contained in the employee's Conditions of Employment. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent carrying them out and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It also requires the ability to lift and carry items weighing up to 30 pounds unassisted. It may be subject to modification or amendment at any time after consultation with the holder of the post.

Compensation and Benefits:

The appointment is a full time year-round, with comprehensive health and dental plans, a 403B plan, and generous paid time off.

Application Process and Required documents:

In order to complete the application process, interested candidates must provide the following documentation **by March 31**.

- A resume
- A cover letter
- Transcripts / Teaching credentials (if it applies)
- A completed and signed EB job application with a minimum of three references (name, address, phone number and email address). The application form can be found at www.eb.org

Please send documentation to careers@eb.org (Attn: Richard Lyon, Head of the Middle School) please mention "**Middle School Dean of Students/Social Studies Teacher**" in the subject line. No phone calls please. You may visit our website at www.eb.org to learn more about our school and programs.

Ecole Bilingue de Berkeley

Mission Statement: Ecole Bilingue de Berkeley nurtures creative, multilingual learners, equipped to confidently embrace the delights and challenges of an interconnected world.

Founded in 1977, Ecole Bilingue de Berkeley has a long history of excellence in bilingual education in the Bay Area. EB is a preschool to 8th grade French-American school located in West Berkeley. As a recognized leader in international bilingual education, EB integrates the rigor and excellence of a French curriculum into a dynamic, whole-child education, imbuing students with tenacity, cross-cultural fluency, a deep intellectual capacity and vast stores of kindness. EB's immersion program is taught by caring and committed teachers, supported by a dedicated staff. EB's core values are Unity, Reflection, Integrity, Zeal, and Endeavor.

Ecole Bilingue de Berkeley is an Equal Opportunity Employer that does not discriminate against any applicant on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, age, disability, veteran status, generic information or any protected class prohibited by law.