Head of School - Bard Early College High School

The Bard Early Colleges are founded on the belief that many high school–age students are eager and ready for the intellectual challenges of a college education. The Bard Early Colleges act on this belief by providing younger scholars with a tuition-free, credit-bearing college course of study in the liberal arts and sciences following the 9th and 10th grades. Students are taught by college faculty in seminar classes; they receive up to 60 college credits and an associate in arts (A.A.) degree from Bard College, concurrently with a high school diploma.

The Bard Early Colleges begin preparing students for college work as early as the 9th grade and offer ongoing guidance and academic supports.
Now in its second decade, the Bard Early College network serves over 2,800 students in campuses in Lower Manhattan, Queens, and Harlem, New York; Newark, New Jersey; New Orleans, Louisiana; Cleveland, Ohio; and Baltimore, Maryland. Since 2003, Bard College has awarded more than 3,000 A.A. degrees to its early college students.

Who are we:

The Cleveland Metropolitan School District serves approximately 39,000 students in 103 schools. Over the past several years, the Greater Cleveland community has united behind the collective goal of ensuring every child in Cleveland attends a high-quality school and every neighborhood has a multitude of great schools from which families can choose. The Cleveland Plan is based on a portfolio school strategy – an emerging national model with demonstrated results that profoundly changes the way central office and schools have traditionally been organized. Our schools have autonomy over human and financial resources in exchange for high quality and accountability for performance. The role of the Head of School (or principal) in a portfolio district is paramount to the success of this model. The Principal has primary responsibility and accountability for establishing his or her school as a high-quality, high-expectations academic center with a focus on personalized instruction, professional support for teachers, and school-wide practices that lead to measurable results. In a portfolio district, the Head of School plays an important role in building capacity among school-based staff, making site-based decisions, and managing school-based budgets.

Position Objective and Duties
The Principal is the early college's academic and administrative leader. The Principal is responsible for:
- Ensuring that the school meets Bard's high standards of undergraduate academic rigor and student achievement
- Facilitating smooth and effective collaboration with the school system partner and Bard regarding all aspects of school management
- Hiring, supporting, and supervising the faculty teaching high school and college courses across the curriculum
- Fostering a campus culture of intellectual engagement, individual responsibility, and creativity
- Managing the school staff
- Overseeing the school's financial management and daily business operations.

The Principal reports to the Cleveland Metropolitan School District and to Bard College, and is expected to meet regularly with other BHSEC leadership teams.

Desired Qualifications

The Principal must lead a campus that is both a high school accountable to the school system as well as a degree-granting undergraduate branch campus of Bard College that meets the College's standards. As such, the Principal's professional and academic experience should span both secondary and postsecondary teaching and administration, and, where relevant, scholarship.

The successful candidate for the position will possess the following characteristics and qualifications:

- Doctorate in a liberal arts and sciences discipline (corresponding to the fields available for study within the Bard College curriculum)
- Active 5-year Professional Administrator License; or eligible to obtain Alternative Principal license, **required**
- Scholarship and engagement in the field of study since the attainment of terminal degree
- Relevant teaching experience, preferably with both college and high school students
- Relevant leadership experience
- Strong organizational and management skills
- Strong interpersonal and communication skills
- Experience and commitment to working with adolescents

Working Conditions/Physical Demands:

- Expected moving, walking and standing consistent with an office environment and occasionally lifting up to 15 pounds
- While performing the duties of this job, the employee is regularly required to stand, walk and sit; use hands to finger, handle, or feel; and reach with hands and arms.
- The employee is frequently required to talk and/or hear.
- Specific vision abilities required by this job include close vision, color vision, depth perception, and ability to adjust focus.
- While performing the duties of this job, the employee is exposed to a normal office environment.
- Local travel may be required for training/meetings.

Application
To apply:
You can apply one of two of the following ways:

Submit an online application and send a letter of interest, curriculum vitae, and three references to earlycollege@bard.edu. Review of applications begins immediately and will proceed until the position is filled.

OR

Please submit your resume and application using our online Workday system by clicking on the following link:
https://clevelandmetroschools.wd1.myworkdayjobs.com/en-US/jobs/job/Bard-High-School-Early-College/Head-of-School---Bard-Early-College-High-School_R0008857

It's in your best interest to apply as soon as possible. Please note that an offer of employment will be subject to the successful completion of an FBI/BCI background check and drug screen.

At CMSD, we believe that diversity makes us stronger and challenges us to think differently every day.

CMSD provides equal employment opportunities to all employees and applicants for employment without regard to race, religion, sex, national origin, age, veteran status or disability.

Learn More
CMSD: www.clevelandmetroschools.org
Teach Cleveland: www.teachcleveland.org