



LEVF School Transformation Partner

League of Education Voters Foundation (LEVF) seeks an experienced, collaborative, flexible School Transformation Partner to assist South Shore School, a Pre-Kindergarten-Grade 8 public school in Southeast Seattle, in becoming a model for academic and social-emotional excellence. The School Transformation Partner will work with educators, students, families and the South Shore community to realize this vision. Cultural competence is required, as is a profound belief that all children can achieve at high levels when properly supported, and that building an outstanding public school is not only possible, but necessary. An annual grant of \$1 million is available for targeted, strategic investment to catalyze change. This is a part-time position estimated at 20-25 hours per week with flexibility for the ideal candidate.

CORE RESPONSIBILITIES

Provide strategic and operational support to South Shore leadership and staff focused on delivering an excellent education to students

- Meet regularly with the South Shore School Leadership Team and provide support for mission and vision setting, strategic planning and the development of operational plans.
- Build a school-wide expectation for excellence at South Shore. Work with school leadership, staff and community to foster enthusiasm for realizing this vision.
- Attend school events and build relationships with the school community.
- Oversee implementation of instructional coaching for the leadership team to ensure quality and accountability of the student instructional experience and school program.
- Help develop and refine data analysis and tracking systems and ensure that student-focused data is collected in a timely manner and used to inform school and student decisions.
- Support the creation of a long-term aligned professional development plan for staff that builds staff skill in both grade- and content- level domains.
- Collaborate with the Principal and Building Leadership Team on budget decisions and support the creation of the school's annual funding and budget.
- Support the Leadership Team in the hiring of mission-aligned staff, especially when vacancies occur during the year.
- Support efforts to diversify the staff, increase the cultural competence of all educators, and demonstrate inclusive and authentic engagement.

Partner with the School District and other Community Partners

- Advocate and communicate with Seattle Public Schools on behalf of the grant and school
- Work with the South Shore team on alignment and implementation of the new district strategic plan
- Build relationships with stakeholders at Seattle Public Schools (Grants, Director of Schools, Curriculum, Assessment, Instruction, etc.)
- Build relationships with partners in the school's portfolio (City Year, Seneca, City of Seattle)
- Plan and lead on all communication and meetings for the LEVF Grant Committee
- Lead contact for the League of Education Voters with the district
- Attend meetings at Seattle Public Schools, League of Education Voters and other partnership organizations in service of the school

Administration and Reporting

- Provide regular updates of school investments to stakeholders (Grant Committee, LEVF Board, School community, district)
- Serve as lead writer and negotiator in grant contract between Seattle Public School and League of Education Voters
- Attend appropriate Seattle Public Schools Board meetings to secure annual Board Action Report approval
- Review proposed annual budget by Principal to ensure that allocations are aligned to the goals of the Seattle Public Schools – League of Education Voters Foundation agreement.
- Organize school walkthroughs to ensure that programs are implemented as outlined in grant
- Write quarterly reports on school progress to highlight work and areas of need for the grant committee

QUALIFICATIONS

The ideal candidate is results-driven leader who possesses an unwavering belief that all children are capable of academic achievement putting them on a path to success in college, career, and life.

Required skills and experience:

- Relevant experience in education in an elementary or middle school as a teacher, counselor, or other student-support role; experience in a large urban district preferred but not required.
- Proven ability to build relationships and effectively communicate with people in a variety of roles and influence them towards outcomes.
- A track record of taking initiative, setting big goals, and successfully overcoming barriers to success.
- Excellent strategic planning and data analysis skills. Must be adept at tracking progress and presenting data analysis in an easy-to-understand format for presentations and reports.
- Bachelor's Degree

Desired but not required:

- Experience in an educational setting serving students with special needs, e.g. English Language Learners, Special Education or student experiencing trauma practice
- Direct experience managing people.
- Experience working in a school or classroom where students demonstrated significant growth through high-quality instruction and social emotional learning experiences.

COMPENSATION

This part-time position is estimated at 20-25 hours per week during the academic year (late August through mid-June) and is ideal for someone looking for part-time work (i.e., during the school day). ***Salary negotiable based on experience and availability with a compensation range of \$40-\$55K. Ideal applicant would start as soon as possible with a portion of the work done remotely and a portion on site at the school.***

LEVf strives to recruit a diverse team. We are an equal opportunity employer and do not discriminate against any employee or applicant on the basis of race, color, ethnicity, national origin, religion, gender, gender identity and/or expression, sexual orientation, disability, age, marital status, military status, pregnancy, parenthood, citizenship status, creed, or any other characteristic protected by federal, state or local law. We will provide reasonable accommodations for qualified individuals with disabilities.

To apply please email your resume and a brief cover letter to laurih@educationvoters.org