



## UNIVERSITY PREP

### Position: **Principal Resident** (Principal-in-Training)

Submit resume [here](#) to be considered or reach out to a [recruiter](#) for more information

#### **Our Mission:**

Building a foundation of skills, knowledge and character, University Prep educates every K-5 scholar for a four-year college degree and life of opportunity.

#### **The Opportunity:**

In August of 2019, the University Prep Board of Trustees approved a strategic plan for the next five years (through 2023-24) focused on two goals. One, achieve true excellence at our existing campuses (ensuring a range of academic and nonacademic outcomes for all children that fully align with the ambitious expectations of our mission). Two, open two additional outstanding elementary campuses. As U Prep grows as a network, it is critical that we build a bench of incredible leaders who are ready to step into the Principal role. Principal Residents engage in a 1 to 2 year experience in which they prepare to lead an existing or new U Prep campus.

#### **Why you'll love us:**

*"We have been a part of the University Prep family from the beginning. Over the past school years, I've been so proud to see my child grow, learn, and get the support that I feel every child should receive." – U Prep Parent*

At U Prep, we're doing things differently. Three major focus areas drive our work each day, ensuring we stay true to the promises we make to every one of our families – a genuine life of opportunity for their child.

**Academics** - Academic excellence for every child sits at the center for our work. U Prep offers all scholars challenging, college prep content, along with the support and encouragement necessary to master it. We believe every child will achieve greatness when they are equally challenged, supported and loved.

**Character** - A focus on growing good students and good people is at the heart of our mission. U Prep knows that to succeed in life, scholars must have a strong and confident character. Our schools go beyond a foundation of academic skills and knowledge with the development of our PREP values - Pride, Responsibility, Enthusiasm, and Perseverance.

**Vision** - You can only dream as far as you can see - we make sure all of our students see what's truly possible. All children deserve a line of sight on the opportunities that live outside of their classrooms. Within our K - 5 experience, our scholars get to see a range of colleges and careers that will become their reality.

Achieving big dreams takes hard work and a team effort. Our approach to education and the genuine partnership we build with our families means the possibilities for U Prep scholars are unlimited.

#### **What we'll do to love you:**

Our compensation and benefits package includes, but is not limited to the following:

- Up to **\$ 10,000** in moving stipends and a signing bonus
- Highly competitive salary within the local market
  - **\$ 80,000 – \$95,000** (\*New hires are typically brought into the organization at a salary between the range minimum and midpoint depending on experience, historic performance in leadership roles, and in alignment with internal equity)
- 100% of medical benefit covered for all employees, and options to elect dental, vision, critical illness and accident benefits.

- Up to \$600 in contributions to a personal wellness account
- Access to high-quality, external professional development (*up to \$ 15,000 per year with all costs covered*)
- Participation in the Colorado PERA retirement program, including PERA 401K option
- Weekly personalized coaching and supports from our Principals and Chief Academic Officer
- Engagement in multi-day and multi-week residencies at high performing public charter schools nationally (*all costs covered*)

## Why we'll love you:

**You love children.** You are deeply committed to working with young people and are unwavering in your optimism about what they are capable of.

**You're mission and values-driven.** You are committed to educational equity for all children and are deeply aligned with the core values that drive our team and our organization.

**You believe academic rigor for all is education equity.** You are unwavering in your belief that all children should receive challenging, grade-level content within a cohesive, standards-aligned curriculum. Further, you are crazy about all students achieving mastery of that content.

**You love working with adults.** Your experience has shown you that an investment in people and culture can lead to transformative change in an organization. You proactively build meaningful and authentic relationships, which positions you to effectively support and motivate those around you. You push people to achieve more than they could or would on their own because you genuinely care about them.

**You want to be the best.** You care deeply about mastering your craft and take full ownership over your growth and development. You get a little better every day because you are invested in truly becoming the best at what you do.

**You never give up.** When things feel impossible, you roll up your sleeves, stay calm and level-headed, and carry an unyielding sense of optimism. You take on challenges and find a way to get to the finish line.

**You operate with deep humility.** While you carry skills and knowledge from previous experiences, you humbly reflect on new learning and are open to change if it means getting better. You ask questions, listen, and learn from families, team members and other leaders.

## What you'll do:

- Embody the mission and vision of our organization
- Live by the five core values that guide our work together (*Educate our Scholars, Serve our Families, Serve the Team, Walk the Walk and My Child*) along with our organizational definitions of Equity, Inclusion and Anti-Racism
- Participate in multi-day and/or multi-week local and national residencies to learn best practices in leadership and areas of Principalship that may be in greatest need of development (*i.e. Leader coaching, instructional practices, data analysis & action planning, family relationship building, managing adult culture, etc.*)
  - *Principal Residents will spend time (up to two weeks) outside of Denver engaging directly with leaders/schools in cities around our country*
- Directly manage the growth and development of a subset of instructional staff and instructional leaders
  - *Serve as an instructional coach for leaders and teachers through real-time coaching, regular observation and feedback sessions, data meetings, co-intellectual prep and additional supports in order to build capacity in others and ensure the instructional program achieves our ambitious goals*
- Plan & execute small group & staff-wide professional development as needed for individual or multiple campuses
- Research & develop best practices for the network to leverage in areas the organization may need to improve
- Analyze student achievement data as well as teacher performance data on a variety of metrics, both quantitative and qualitative, and use information to collaborate with leaders on short- and long-term planning to enhance performance
- Assist in coordination and management of all student assessments, including state assessments, interim assessments, and curriculum-based assessments

- Co-manage assigned aspects of school-wide operational routines such as arrival/dismissal procedures, lunch, recess, transitions, etc. to build deep understanding of how school-wide systems function and the rationale behind them
- Develop, support and maintain a culture of high behavioral and academic expectations that ensures every child is in a position to engage with and learn challenging, grade-level content
- Leverage school-wide PBIS systems that encourage a predictable and consistent learning environment, logical consequences and restorative practices that are supportive of scholar development
- Support scholars in meeting & exceeding expectations set forth in our PREP values as they build their character and personal identity
- Work with your coach at enhancing key skills and mindsets aligned to the expectations of principalship at U Prep
  - *Take personal ownership of growth and development while taking and swiftly applying feedback*
- Learn key elements of organizational mindsets and school programming that support and uplift students with special needs and children who are emerging multilingual students
  - Directly communicate with families and oversee other staff members in their family communications to ensure a strong and healthy relationship between school and home
- Participate in additional school-related activities including field trips, intensive academic support sessions, and other required programs as needed throughout year
- Complete all administrative requirements before given deadlines
- Engage in external training programs and supports in alignment with personal growth areas.
  - Potential examples include:
    - BES LENS Programming – [Leaders of Emerging School Networks](#)
    - RELAY Graduate School of Education NPAF – [National Principal Academy Fellowship](#)
    - [Authentic Leaders Training](#)
- *U Prep will cover the cost associated with all external training programs*
  - UnboundEd - [Standards Institute](#)

### **Position Requirements:**

- Full commitment to our mission and vision, definitions of diversity, equity and inclusion, and our core identity statement
- 4+ years of leadership and teaching experience in an urban environment with a demonstrated track record of success in moving academic achievement and effectively managing teams
- Deep knowledge of and experience with the Common Core State Standards ([CCSS](#)) in grades K-5
  - Ideally, experience with cohesive, standards aligned, curriculum (*i.e. Eureka Math, Wit & Wisdom, CKLA, Amplify Science, etc.*)
- Ability to multi-task and prioritize
- Excellent verbal and written skills
- Ability to assess data, find trends, and use a range of information to make strategic decisions
  - Strong organizational skills
- “Whatever it takes” attitude & tenacious work ethic
- Openness to feedback along with a deep desire to continue developing as a professional
- Commitment to personal ownership over school-wide outcomes – adult and student culture, academic outcomes, parent satisfaction, etc.
- Minimum of a Bachelor’s degree (*required*)
- Bilingual - English/Spanish (*preferred*)

*As an equal opportunity employer, University Prep hires without consideration to race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, veteran status or disability.*