



Central Academy of Arts and Technology ASSISTANT PRINCIPAL

Reports to School Principal

Organizational Overview

The Central Academy of Arts and Technology, founded by LinkEd Public Schools, is an independent public charter school located in the city of Bakersfield, California. Opening with grades TK-8 in 2023, the Central Academy of Arts and Technology (Caat) will add a new grade every school year up to 12th grade and implement a college preparatory arts and technical education where students actively engage in unique learning programs. We are an intentionally diverse, college-bound academy where we hold high expectations for our students, parents, leaders, teachers, and staff to ensure a supportive and successful learning environment.

Duties and Responsibilities

Campus Leadership

- Provides leadership as a member of a collaborative team to ensure that school culture, discipline, activities, and initiatives are student focused and aligned with the school's mission and beliefs and school goals and improvement plans.
- Exercises proactive leadership in promoting the vision and mission of the academy to the staff, student, parents, and outside community.
- Assists in and provides input to determine strategic objectives for Central Academy of Arts and Technology as they relate to the implementation of the school program.

Program Support

- Assists the Principal in ensuring outstanding school program by:
 - Observes classrooms
 - Conducts coaching sessions with teachers and support staff
 - Provides both oral and written feedback to teachers
 - Conferences with teachers and support staff
- Assists the Principal in managing instructional staff, including providing input into growth plans and summative evaluations

- Direct coaching of teachers and support staff

Data and Assessment

- Helps teachers use assessment data, behavioral data, and surveys to improve the quality and scope of the school program

Professional Development

- Plans and delivers instructional training modules and staff development workshops
- Works with Special Education Coordinator to provide targeted support

Required Education and Experience

Knowledge, Skills and Abilities

- Excellent written and verbal communication skills
- Outstanding rapport with families, building meaningful connections and relationships/partnerships that will support the success of students
- Strong instructional and classroom management skills
- Ability to manage and supervise employees providing guidance to ensure their growth and success
- Proven ability to work collaboratively on projects
- Demonstrated success leading groups or individuals toward the achievement of goals
- Fluency in Spanish is preferred
- Special Education experience preferred
- Driven to obliterate the achievement gap by providing high-quality education to every student who walks through our doors, regardless of any barriers they may have faced in the past
- Committed to leadership development, applying cutting-edge practices, and Caat's instructional model to best serve students

Qualifications

- Bachelor's degree in Education, Liberal Arts or related field
- Master's Degree highly preferred
- A valid California Teaching Credential, PPS, and/or Administrative Credential
- A minimum of 7+ years teaching experience with at least 3 years working with a diverse student population, a low-income school, and English Language Learners
- Charter school experience highly preferred

- Welcome and open to change, passionate about gleaning better/new ways to provide an excellent education for students and thrives on growth in response to student needs
- Embrace challenges as opportunities; demonstrate perseverance and grit in the face of challenges

What We Offer

- A rewarding and meaningful professional career where you will directly influence the direction of student lives, the school, and your career path
- A competitive compensation package including excellent salary, medical, and retirement benefits (STRS)
- Leadership opportunities and career paths
- Investment in teacher development; weekly coaching and feedback sessions for all educators
- An exciting, evolving, collaborative work environment
- Technology, including laptops, tablets, and a variety of other instructional technology tools
- Opportunity to create, design, and implement new and exciting practices

Accommodations

Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions.

Pre-Employment Process

Employment eligibility will include fingerprints, tuberculosis and/or other employment clearance.

Working Conditions

A diverse school site environment; driving a vehicle to conduct work; fast-paced work; frequent interruptions, and movement between sites during the day.

Physical Requirements

Consistent mental alertness; sitting or standing for extended periods; lifting, carrying, pushing, and pulling objects up to 30 pounds; bending and twisting at the waist, reaching overhead, above the shoulders, and horizontally; dexterity of both hands and fingers while performing duties; seeing to read, write and use the computer; hearing and speaking to exchange information, in person or on the telephone, and make presentations.

Non-Discrimination Policy

Caat is an equal-opportunity employer and is committed to the principles of equal employment. We are committed to complying with all federal, state, and local laws

providing equal employment opportunities, and all other employment laws and regulations. We intend to maintain a work environment that is free of harassment, discrimination, or retaliation based on an individual's race (including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists), color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender (including gender identity and gender expression), age (40 years and over), sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, or any other status protected by federal, state, or local laws. The School is dedicated to the fulfillment of this policy regarding all aspects of employment, including but not limited to recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, termination, and all other terms, conditions, and privileges of employment. We are strongly committed to hiring a diverse and multicultural staff and encourage applications from traditionally underrepresented backgrounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions