



**919 SMITH RD.  
MIDLAND, MI 48640  
989-832-0852**

## **Dean of Students**

This is a full-time academic school year position employed by ETC and assigned at Windover High School located in Midland, Michigan. Windover is looking for a qualified Dean of Students that will provide the following to the students of Windover High School:

- Assists the principal and school staff in the maintenance and implementation of school rules, restorative practices and other regulations that affect a positive climate and student behavior in the school.
- Assists in the planning, developing, and implementing of student behavior plans and helps create and coordinate education alternatives for students in need.
- Maintains records of any action taken to ensure that the attendance and discipline policies are administered so that an optimum learning environment is maintained.
- Supports and communicates the school-wide character development vision for social-emotional learning, restorative practices, and building relationships with all stakeholders.
- Demonstrates school-wide rituals, routines, and celebrations and coaches teachers on best practices for integrating social-emotional learning and restorative practices across the campus.
- Oversees the implementation of our school-wide Positive Behavior Intervention and Support System and shares data during team meetings including setting goals, monitoring progress, and being responsive to make the necessary pivots to meet the vision aligned goals.
- Works with community organizations in order to provide resources/support for students.
- Excellent communication, teamwork, problem solving and customer service skills. Must maintain confidentiality and work with integrity and respect.
- Serves as the school's homeless liaison.

### **REQUIREMENTS:**

- Candidates must have a valid Secondary Teaching Certificate
- Must have experience in the instructional classroom setting.
  - **Other Requirements:**
    - Certified social worker preferred.
    - Prefer experience in an alternative school setting.