Educational Leader to Plan Middle School Program

Beit Rabban Day School, preparing for its 25th year of operation, is gearing up to extend its educational program into the middle school years. The school leadership seeks a consultant or part-time educational leader to develop the curriculum and school program over the next 18 months, with a potential launch of the middle school in the fall of 2016. A superior candidate would have experience in middle school curriculum, a strong appreciation and understanding of early adolescence, project management skills and an appreciation for the distinct approach to Jewish education that is the hallmark of Beit Rabban Day School. Reporting to the Head of School, this work will involve interactions with a variety of school professionals, parents and volunteers.

The Task:
Review work to date related to middle school planning and school’s distinctive approach to Jewish day school education;

Utilizing a backward design model, develop a general approach to the curriculum, structure and program for a sixth through eighth grade middle school, with a more detailed approach to the specifics of a fifth and sixth grade program for the initial year of the launch with special consideration given to the small number of students expected in the pioneer classes;

Work closely with the school leadership and prospective parents to provide ongoing updates on the developing plan, with key benchmarks in September/October of 2015 and January of 2016;

Interface with other day schools and educational programs to build out partnerships to further enhance opportunities for joint programming and a rich educational offering;

Conduct a field scan of normative receiving schools both within the Jewish day school community and beyond to ensure a clear sense of what graduates will need for successful admission and participation in top high schools;

Work with educational leadership team to ensure a continued distinctive and compelling approach to the Beit Rabban Day School Middle School.

The Position:
This will be a part-time position, with the correct candidate either working as a member of the staff or in a consultative manner. Based on the work load, it is expected that the work will be frontloaded over the summer and fall to quickly build out the program.

Qualifications:
A superior candidate will have prior experience in an administrative role in a Jewish day school middle school, have strong skills in curriculum development for adolescents, and the concomitant graduate training and certification. Familiarity with small classes, the unique setting of Manhattan, familiarity with both general and Jewish studies, and work in a non-denominational setting are important. Creativity, strong writing and other communication skills, and the ability to manage multi-faceted projects independently are also essential skills for success in this position.
The school looks to fill this position no later than July 1, 2015. Resume and cover letter to Rabbi Andrew Davids, Head of School, at adavids@beitrabban.org. No phone calls, please.