Position: Promesa Boyle Heights Community Schools Director  
Status: Full Time/Exempt  
Pay Grade (Salary Range): $68,000- 80,000 Depending on Experience  
Supervised By: Promesa Boyle Heights Managing Director  
Supervises: Community Schools Team

ABOUT PROMESA BOYLE HEIGHTS

Promesa Boyle Heights is a passionate collaborative of residents, youth, schools, local organizations and public/private institutions working together to realize a vision where: 1) Every individual has access to a range of supports in the home, in our schools, and in the community to foster school and life success; 2) Organizations are collaborating and closing the opportunity gap amongst the most marginalized and underserved populations in our community, and; 3) A powerful, resident-led collaborative is winning system-level policy changes that create a safer, healthier, and more stable Boyle Heights.

Promesa’s mission is to improve conditions in Boyle Heights at the individual, school, and systems level by building a movement of partner organizations, students, and families collaborating to close the opportunity gap and strengthen support for students from cradle through college and career. Currently, Proyecto Pastoral serves as the backbone organization for the Promesa Boyle Heights collaborative. Proyecto Pastoral was founded in 1986 by community residents and Father Greg Boyle, with a mission to develop the Boyle Heights community through education, leadership development, and service.

To learn more about Promesa Boyle Heights and the work of the collaborative visit: www.promesaboyleheights.org

POSITION OVERVIEW

The Promesa BH Community Schools Director (CS Director) is a mission-driven, passionate leader committed to social, racial and educational justice. The Community Schools Director will lead the Community Schools team responsible for the implementation of the Community Schools model at Promesa Boyle Heights partner schools. The role of the CS Director is complex and requires a dynamic person who can effectively implement a vision as well as navigate and interconnect multiple systems to achieve success for students, families, and residents.

As a rapidly growing collaborative, the Community Schools Director will play a critical role in implementing the Promesa Boyle Heights (PBH) strategic plan and work alongside the PBH director team to share in vision setting, instilling PBH guiding values, modeling adaptive leadership, and having a mindset of continuous improvement. The CS Director reports to the PBH Managing Director.
KEY ROLES & RESPONSIBILITIES

Leadership and Strategy
- Lead the successful implementation, management and operations of Community School model at all partner schools in Boyle Heights including expansion elementary schools
- Coach and supervise the Community Schools Team including hiring, onboarding, evaluating, and training of current and new team members
- Oversee the implementation of strategies outlined in strategic plan related to School Transformation and support the development of new strategies that will drive transformative change in schools
- Provide vision, adaptive leadership, and model Promesa Boyle Heights guiding values among team members, partners and community members
- Participate in coalitions and develop relationships to build awareness of the systems-level priorities identified in relation to the community school model and approach
- Build relationship with and facilitate open communication with Promesa Boyle Heights stakeholders, which includes (but not limited to): Steering Committee, General Assembly, Comite de Lideres (resident leaders), Community Partners, Promesa staff members and Proyecto Pastoral Leadership
- Manage key relationships with LAUSD district staff to ensure compliance of local district, state and federal education

Budget, Data, Evaluation Systems
- Work with the Director of Continuous Improvement and Impact to strengthen and develop systems to evaluate, collect and track community-wide and school-specific data.
- Develop, manage and execute data driven strategies to address needs of each of our CS initiatives.
- Lead systematic evaluation of program, activity and event effectiveness.
- Support the team in collecting, reviewing and analyzing student data to develop new strategies and plan for continuous improvement of existing interventions.
- Develop systems to ensure timely creation of reports to various stakeholders to articulate the team’s goals, objectives, and impact- including yearly state of Boyle Heights reports for residents and partners. Communicate data results to a wide audience with variable research experience and expertise.
- Manage the CS Team budget, core grant requirements, and develop reports and recommendations for improvements.

Develop cross communication and collaboration
- Work closely with staff and partners to ensure alignment of efforts, coordination and fluid communication of collaborative activities, evaluation and decision-making.
- Ensure ongoing communication and alignment with Promesa BH Steering Committee, Promesa BH General Assembly, Proyecto staff, and other core partners for continued systemic collaboration

QUALIFICATIONS & KEY COMPETENCIES
- 3+ years of relevant work experience managing or overseeing teams in a fast-paced and high growth nonprofit or school environment
- A bachelor’s degree required; Master’s degree strongly preferred. Other comparable work experience will be considered;
- Intersectional systems thinker who sees social problems as interrelated systems
Deep commitment to Equity and Racial Justice
Knowledge of community-school models, organizing, coalition-building, restorative justice, staff management, youth development, and evaluation is highly preferred;
Proven adaptive leadership abilities including an encouraging, motivating presence to help with conflict management, team building, goal-setting, prioritization and strategic planning;
Leadership presence to inspire confidence and passion in both internal and external audiences;
Ability to thrive in a fluid, entrepreneurial environment; willingness to “roll up one’s sleeves” and extend beyond formal responsibilities based on the needs of the work
Familiarity with Boyle Heights, residents and/or education, social justice & community transformation
Data acumen and ability to build data-driven culture to inform practices
Spanish language proficiency
Able to work flexible hours including evenings and weekends when needed

COMPENSATION & BENEFITS
Full-time position with excellent benefit package, including health, dental, vision, vacation, sick days, holidays and 401k plan.

TO APPLY
Send current resume, letter of interest, electronically to hr@proyectopastoral.org with the subject line: “Promesa BH CS Director”

Applications will be accepted until the position is filled. We encourage interested applicants to submit as soon as possible since we are aiming for the first round of interviews to begin on January 17th, 2022

Please note that while the Safer At Home Order remains in the City of Los Angeles, many of these responsibilities will be carried out through a virtual platform. As we continue to navigate the pandemic, many activities will be carried out through a virtual platform.

Work Environment: Promesa is a community-led, progressive, and innovative collaborative in Boyle Heights. The PBH staff strives to maintain a high degree of trust, team spirit, and energy while working to build community power and capacity. While employed by Proyecto Pastoral, the director works closely and is also accountable to the Promesa Boyle Heights General Assembly and Steering Committee and the partner organizations. The Promesa Boyle Heights offices are located at the main office site of Proyecto Pastoral and current work space is an open floor plan.

Proyecto Pastoral at Dolores Mission is the backbone organization for the Promesa Boyle Heights collaborative. Proyecto Pastoral is an equal opportunity employer. Women, LGBTQIA and people of color are encouraged to apply. Proyecto Pastoral was founded in 1986 by community residents and the California Province of Jesuits. It has grown into a highly effective community building organization serving more than 6,000 children, youth and families annually through early education centers, youth development programs, as the backbone organization of Promesa BH, homeless shelters and organizing initiatives. For more information, visit: www.proyectopastoral.org.