



High School Dean of Culture

Position Overview

The Dean of Culture at Utopian Academy for the Arts High School plays a pivotal role in fostering a positive and inclusive school culture that supports the academic, social, and emotional growth of students. This leadership position is responsible for developing, implementing, and overseeing programs and initiatives that promote a safe, respectful, and nurturing learning environment. At Utopian Academy for the Arts High School, we believe that students will rise to meet the high expectations set by our team of educators. **This position reports directly to the High School Principal.**

Key Responsibilities

- Develop and implement strategies to create a positive and inclusive school culture that aligns with the values and mission of the charter school.
- Prepare regular reports for school leadership on culture-related metrics and trends.
- Foster a sense of belonging and community among students, staff, and families.
- Design and implement a comprehensive behavior management system that focuses on restorative practices, positive reinforcement, and character development.
- Work collaboratively with teachers, staff, and parents to address and resolve behavioral issues in a fair and consistent manner.
- Develop and oversee SEL programs to support the emotional well-being of students.
- Collaborate with teachers to integrate SEL practices into the curriculum and daily school routines.
- Collaborate with parents, guardians, and community members to build a strong support network for students.
- Organize and participate in community events that promote a sense of unity and shared responsibility for student success.
- Provide training and support for teachers and staff on fostering a positive and inclusive classroom environment.
- Stay current on best practices in school culture and share relevant information with the school community.
- Act as a mediator in resolving conflicts among students, staff, and parents.
- Implement conflict resolution strategies that promote understanding and cooperation.
- Utilize data to assess the effectiveness of culture-related initiatives and make data-driven decisions for continuous improvement.
- Perform other duties as assigned by an appropriate administrator or their representative.

Qualifications

Certification

- Valid Georgia Professional Certification at Level 5 or higher in a teaching or service field **and** in Educational Leadership.

Education

- Master's Degree in Education or related field required.

WORK EXPERIENCE

- 3 years of experience as a teacher, counselor, instructional coach or similar role in a K-12 educational setting required
- Previous experience in a leadership role within an educational setting, preferably in a charter school. (preferred)
- Strong understanding of restorative practices, positive behavior interventions, and social-emotional learning.

Knowledge, Skills, and Abilities

- Demonstrated communication skills
- Model correct use of language - oral and written;
- Demonstrated willingness to be held accountable for students' results.
- Ability to work with diverse high school children.
- Ability to be flexible and to work in a pleasant and cooperative manner
- Ability to work effectively as a team member;
- Possess a high degree of professionalism and discretion;
- Knowledge of school safety & security procedures
- Excellent writing and communication skills
- Ability to work under pressure and meet deadlines