



Riverhead Charter School
3685 Middle Country Road
Calverton, NY 11933
Phone (631) 369-5800
Elementary Fax (631) 369-6687
Middle School Fax (631) 727-7191
Administration Bldg. Fax (631) 727-7193
www.riverheadcharterschool.org

Board of Trustees

Aimee LoMonaco, Board President
David Edwards, Vice President
Harry Histan, Treasurer
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Superintendent
Raymond Ankrum

Principal K-9
Dr. Patrick McKinney

Assistant Principal K-9
Nicholas Timpone

Director of Finance
Nicola Graham

K-5 Assistant Principal

Riverhead Charter School is a public school of choice, with no tuition, serving families of Kindergarten through Ninth grade students on Eastern Long Island. We offer a private school environment in a public school setting.

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking, and embracing the cultural diversity of our community.

The Assistant Principal should be:

- A self-reflective and self-aware teammate who is dedicated to aligning their classroom to RCS's commitment to antiracism and who is eager to use these skills to contribute to a culture of diversity, equity, and inclusion.
- Have a clear track record of raising student achievement in an urban classroom for at least two years.
- Proven teacher leader with experience leading or coaching adults as grade level leader, content area lead, or other campus-based leadership role.

This position will take on a variety of responsibilities such as gathering and analyzing school data to drive student achievement, meeting with families and community members as well as collaborating with instructional leaders and other partners in support of our mission. Responsibilities include but are not limited to:

- Work collaboratively with the school leader in support of the attainment of campus-specific goals and initiatives.
- Provide strong instructional coaching to teachers that moves the needle on scholar achievement; evaluating lesson plans, observing classes, and leading professional development on a regular basis.
- In collaboration with the school leader, manage student disciplinary issues, oversee the organization of school-wide events, and support the school leader in all issues relating to the successful operation of the school.
- Assist in managing, evaluating, and implementing clear and effective procedures for the operation and functioning of the school including instructional programs, extracurricular activities, advisory and Town Hall programming, and discipline systems.
- Support teachers and staff in the analysis and use of data to drive instruction.
- Establish protocols and best practices to ensure that instructional staff communicate regularly with parents utilizing Dojo, Remind, and parent memos.

Requirements:

- Candidates must possess NYS School Leader Certification
- Ability to establish and maintain effective and collaborative working relationships with a diverse staff
- Sensitivity to confidentiality



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Compensation

- Riverhead Charter School staff members are provided with a competitive salary, full benefits, and a working environment that includes all the necessary technology and resources to succeed.

Benefits:

- Offer 75% employer paid medical, dental and vision insurances
- Offers life insurance and supplemental insurances
- Offers NYS Teacher's Retirement plan

To be considered, interested applicants must apply online or submit a **cover letter and resume** to jobs@rcsli.org.