



Job Opportunity

Director of Student and Family Support

Background:

Horizons at New Canaan Country School (NCCS) was founded in 1964 and is the flagship program for what has become a national movement. There are now over 70 Horizons programs across the United States and counting. Each year we serve close to 400 underserved students in Kindergarten through 12th grade, the majority of whom live in Stamford and Norwalk. Our program includes a robust 6-week summer program for close to 300 students and a school year program with academic, enrichment and caregiver programming. We raise our entire budget annually from private sources to ensure that each student can attend tuition-free.

Our Vision:

To build a more just and equitable society.

Our Mission:

Transforming the lives of underserved children and youth through year-round academic and enrichment programs to inspire learning, encourage success, and close the opportunity gap.

Our Values:

- Equity through Opportunity
- Educating the Whole Child
- Joyful and Nurturing Community

Job Summary:

The Director of Student and Family Support is responsible for supporting the social-emotional growth and wellbeing of students and families through individual and group counseling, and the development and implementation of programming that supports development of the whole child and nurtures family engagement and wellbeing.

Summer Responsibilities include:

- Hire, manage and evaluate 40+ summer Teaching Assistants and Teaching Assistants in Training in partnership with ED and Academic Director.
- Develop pre-summer staff training in partnership with the AD.
- Work in partnership with Junior and Senior Program Dean of Students and Culture to implement positive strengths-based approaches to behavior and emotional concerns.

- Support students and faculty/staff with behavioral and/or social emotional concerns, ensuring a restorative lens is used with behavior modification and programmatic expectations of students.
- Partner with AD to implement assessments that capture both academic and social and emotional learning and development.
- With support of the team, plan field trips and special events to embody our summer theme and learning goals.

School Year Responsibilities include:

- In partnership with AD, maintain ongoing communication and partnership with Stamford and Norwalk Public School Districts, individual schools, and teachers to facilitate sharing of data, assessments, and student information to ensure continuum of support and to facilitate student recruitment.
- Identify partnerships and enhance relationships with community-based organizations and Norwalk and Stamford collective impact groups. Identify and leverage resources within the community to better serve students and families.
- Manage all school-year non-academic programming including, but not limited to the following: enrichments, volunteer opportunities, family workshops and events, and collaborative programs with NCCS.
- Onboard, contract, and process payroll for school year enrichment and student and family support staff and contractors.
- Oversee the admissions and re-enrollment process with support from the Program and Data Coordinator.
- Prepare program goals and reports, which articulate goals, measurement tools and data to ensure programming is meeting program outcomes.
- Manage the Family Council and Family Grade Reps.
- Serve as a student/family advocate within the schools and community. Participate in school meetings to support families, and to ensure students are receiving services, as needed.
- Supervise the Program and Data Coordinator and the Outreach and School Year Coordinator.

The ideal candidate will have:

- Master's degree in social work or related field
- Minimum of 3-5 years working with multicultural families and students in related settings
- Sensitivity to cultural and socioeconomic characteristics of families/students from marginalized communities
- Experience creating enrichment and socio-emotional programming
- Facility with Google Workspace
- Knowledge of Norwalk and Stamford communities and resources preferred
- Bi-lingual (Spanish or Haitian Creole) preferred
- Excellent organizational, management and communication skills
- Ability to thrive in a busy work environment and flexibility to work nights and weekends
- Passion for the Horizons mission

Compensation and Benefits:

The Director of Student and Family Support position is a full-time salaried position with medical and vision benefits; life and disability insurance; 403(b); generous vacation and PTO time, professional development support, and access to tuition remission for children of NCCS faculty and staff. The salary range is \$80,000-\$95,000 dependent on relevant qualifications and experience. The Director of Student and Family Support is expected to work regular on-site business hours with some evening and weekend hours required to support program and donor events.

Equal Opportunity Employer:

Horizons at NCCS is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, age, sexual orientation, gender identity, national origin, veteran or disability status.

How to Apply:

Please submit a resume and a compelling letter of interest via email. All cover letters and resumes should be sent as ONE PDF DOCUMENT titled "Last Name Cover Letter and Resume" to ltormey@horizonskids.org. Please title emails as HORIZONS NCCS SEARCH in the Subject Line. Resumes will be accepted until the position is filled.