



Breakthrough Houston @ CONNECT

Program Director

Mission: Breakthrough Houston’s mission is to prepare students who possess high academic potential, but limited educational resources, for competitive high school programs and college admission. In addition, we train the next generation of teachers through our “students teaching students” model.

Vision: At Breakthrough Houston, we envision a day when all children will have equal access to quality education and teachers who are committed to students’ academic success.

Overview of Breakthrough Houston Programs

Summer: The Summer Program runs for 8+ weeks and begins with an intense 2 week long orientation for the teachers, followed by six weeks of classroom work for the rising 7th, 8th and 9th grade students in literature, writing, math, science and electives. It ends with a 3 day evaluation week for the teachers.

School Year: The School Year Program meets 12 Saturday mornings during the school year and includes English and Math classes and tutorials. BTH also provides tutoring for any student making a grade of 80% or below to ensure that each student has the high GPA required for admission to a competitive high school as well as admission to college.

College Bound: The BTH College Bound Program is part of our six-year commitment to our students. This program strives to ensure that each of our students remains on the path toward college admission with a mentor match program, SAT/ACT prep classes, career and college counseling, and help with resume building.

General Job Description: Breakthrough Houston added a Gulfton/Sharpstown site to its original site at St. John’s in 2016. The new site, called Breakthrough Houston at Connect, serves students from southwest Houston with partnerships with HISD, KIPP, YES Prep, HISD, and other local charter schools. This expansion allows Breakthrough Houston to provide more college access programming to underserved students. The position will begin immediately, to begin with running our School Year Program and start the recruitment of students and teaching fellows for summer 2020. Breakthrough is an academic program in which outstanding high school and college students teach high- achieving middle school students who have limited resources outside the school. Through this unique “students teaching students” model, the program provides a path to college for underserved students while inspiring and training the next generation of teachers. Breakthrough Houston at CONNECT is seeking a full-time program director who would be responsible for both the School Year Program and the Summer Program.

School Year Program Responsibilities (2019-2020 school year)

- Set up of 7-10 Saturday session calendar
- The hiring of English and Math IC's
- Recruit, build and oversee a strong volunteer corps of school year program teachers and tutors
- Responsible for posting of teacher application and calendar on website
- Organize and implement training for teaching/TA corps
- Organize Independent Schools Entrance Exam prep class making sure teacher has resources and materials
- Implement an advisory curriculum based on the results of student social-emotional survey
- Direct English and Math IC's to follow prepared lessons for Saturday classes based on the Texas Essential Knowledge and Skills (TEKS)
- Responsible for making sure IC's are giving continuous feedback and evaluation of student-teachers in the SYP; making sure there is continuous observation, department meetings and other
- Communicate with parents about student attendance, problems, events, and transportation assistance
- Regular check-ins with Executive Director in terms of program needs and evaluation of Saturday sessions
- High School counseling with 8th-grade students and families

Summer Responsibilities Include:

- Recruitment and admission of Breakthrough students from partnering schools
- Organization and maintenance of student information into Salesforce
- Familiarity with the curriculum and demographics of feeder middle schools
- Familiarity with the Breakthrough curriculum, lesson plan format, and instructional strategies used to implement curriculum; use of Breakthrough templates for rubrics, interviews, and BIT (Breakthrough Instructional Training) workshops
- Development and implementation of diagnostic testing for incoming students
- Implementation of "New Student Orientation" in May
- Recruitment and Selection of Summer Teaching Fellows (TF's) and Instructional Coaches (IC's)
- Handle scheduling of daily classes for the 6 week program
- Oversee TF's and IC's throughout the summer
- Oversee Professional Development for TF's
- Attend regional IC training with all hired IC's in early May
- Work with the other two program directors regarding 2 week orientation for TF's and IC's
- Development and implementation of summer program, including scheduling and supervision of all off campus events (Orientation Week, Community Service Day, Career Day, Olympics Day, and any Friday night events)

- Coordination and scheduling of use of summer facilities at host campus and constant communication with host campus and BTH
- High availability and communication with Breakthrough Houston
- Management of crises and dismissal of students or Teaching Fellows

Qualifications:

- Bachelor's degree or higher
- Possessing strong communication skills
- Proficiency in Spanish a plus
- Highly organized and detail-oriented
- Team oriented
- General knowledge of the Houston education system
- Knowledge of or experience with Breakthrough a plus
- Teaching experience, preferred

Start Date: Immediate

Compensation: Salary range: 55K – 70K depending on experience

Interested applicants should send a resume and cover letter to: Kathy Heinzerling, kheinzerling@sjs.org