



**Title:** Climate Manager  
**Reports To:** Co-Founder Building 21/Building 21 Allentown School Leader  
**Status:** Full time Exempt  
**Location:** Allentown, PA

**Mission:** The mission of Building 21 is to empower networks of learners to connect with their passions and build agency to impact their world.

Building 21 is currently looking for a passionate and experienced Climate Manager. The ideal candidate will possess the following beliefs, mindsets and characteristics:

- Belief that building strong and caring relationships with students and adults is the foundation upon which a successful school is built.
- Deep commitment to positive youth development and an unwavering faith in the potential of every student.
- Fundamental belief that every student has the ability to design their own path to success in the post-secondary world.
- Comfort with utilizing multiple types of data to support student development.
- Comfort with change, iteration and ambiguity.
- A growth mindset, understanding that failure is the path to success.
- Commitment to working on personal growth and continuous learning.
- Willingness to collaborate and design with school staff.
- Willingness to challenge traditional mindsets and beliefs about what school is and what school is not.
- Willingness to contribute to a collaborative culture that challenges and supports each member of the team.

### **Job Summary:**

As part of the school and network leadership teams, the Climate Manager leads the implementation of school-based efforts to support a positive school culture and climate through building the capacity of the Building 21 Allentown staff. The Climate Manager will report to the Building 21 Co-Founder and Building 21 Allentown School Leader.

### **Duties and Responsibilities:**

- Develop and manage school behavioral expectations, including attendance and classroom alignment with school-wide goals.
- Confer with students, parents, and teachers regarding student related policies.
- Assist staff with the creation and alignment of classroom student behavioral expectations and classroom management plans.



- Actively coach staff regarding student management issues.
- Collaborate with staff, administrators, and parents through the response to intervention process.
- Assist in the planning, developing, and implementation of student behavior plans.
- Collaborate with the school counselor and personnel to create and maintain research-based behavioral interventions and train faculty and staff in those interventions.
- Manage the documentation of student behavior through the student management system (Student Administration Database).
- Assist in the maintenance of the crisis management plan and school safety requirements.
- Compile, analyze, and share student discipline data regularly, and use that data to make decisions.

### **Qualifications:**

- Knowledge of:
  - Positive behavioral interventions and support
  - Restorative practices
  - Trauma-Informed Care
  - Creating and implementing student behavior expectations
  - Conflict resolution strategies
  - State/District policy and laws affecting the management of student behaviors
- Ability to:
  - Build positive relationships with students, staff, parents and community
  - Collaborate and communicate effectively with key stakeholders through a variety of methods
  - Provide leadership of behavior management and supervision
  - Facilitate the resolution of conflicts
  - Plan, organize and manage time and resources
- High expectations for student achievement
- Superior grasp of effective strategies for working with urban youth
- Strong people and project management skills with the proven ability to train, supervise and coach professional staff in order to foster a cooperative team environment
- Smart, strategic thinker who can execute on multiple priorities simultaneously
- Ability to thrive in a fast-paced, dynamic, and rapidly-changing environment
- Prior experience working within an, entrepreneurial or start-up environment also a plus

**Education and Experience:**

- 4+ years of demonstrated experience, preferably within an urban secondary school setting
- 2+ years of demonstrated success coaching, supervising or leading a team
- Bachelor's degree in relevant field

**Salary and Benefits:**

- Salary: Commensurate with qualifications and experience.
- Benefits: Strong benefits package provided.

**Application Submission:**

As an equal opportunity employer, we are committed to identifying and developing the skills and leadership of people from diverse backgrounds. We encourage all qualified candidates to apply. Building 21 is a non-profit organization that is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables each of us to realize our potential. Building 21's work environment is safe and open to all employees and partners, respecting the full spectrum of races, ethnicities, national origins, ages, sexual orientations, gender identities, beliefs, religions, faiths and ideologies, cultures, socio-economic backgrounds and levels of physical ability.

Please submit cover letter and resume at: <http://www.b-21.org/now-hiring/>

For more information, please visit our website at [www.building21.org](http://www.building21.org).

**About Building 21:**

Building 21 is a nonprofit organization that is reimagining secondary schooling to meet the needs of all learners. Building 21 partners with school districts to design, launch and operate innovative schools. Our schools are afforded significant flexibility and autonomy by our district partners to pursue our vision for student and adult learning. We also work with schools and districts that are making the transition to competency-based education through our Affiliate Program. Our mission is to create a network approach to secondary and post-secondary learning for high school age youth that fundamentally reorients the system to place the learner at the center. [www.building21.org](http://www.building21.org)