

## **Equity, Justice and Multi-Cultural Education Coordinator (High School)**

Sacred Heart Schools, Atherton (SHS) is rooted in a strong and deep history. Founded in 1898 by the Society of the Sacred Heart, an international congregation of Catholic women religious, it is a Roman Catholic, independent, coeducational school dedicated to the educational philosophy expressed in the *Goals and Criteria* of Sacred Heart Schools. SHS is made up of three divisions: Preschool & Kindergarten, Lower & Middle Schools (grades first through eighth) and Preparatory (grades nine through 12).

Located on a beautiful 64-acre campus in the San Francisco Bay Area, SHS is one of 24 schools in the U.S. and Canada Network of Sacred Heart Schools and is affiliated with a network of over 200 Sacred Heart schools worldwide. The school's mission is to educate the whole child to be a leader who loves God and serves others.

Sacred Heart Preparatory is seeking excellent candidates for a high school Equity, Justice and Multi-Cultural Education (EJME) Coordinator for the 2018-2019 academic year. This is a full-time position with an 11-month schedule of duties beginning August 1, 2019. Responsibilities include planning and implementing EJME processes and projects at the Preparatory, coordinating with the Prep Student Life team regarding EJME programs, and participating in the Sacred Heart community.

Successful candidates will possess a high level of emotional intelligence, a gentle and caring attitude and most important, a willingness to collaborate with a dynamic team of engaged educators. The ideal candidate will also have a demonstrated interest in multicultural education, educational technology and a deep concern for educational access, diversity and inclusion. Well qualified candidates will also demonstrate a clear commitment to the educational philosophy of the school as articulated in the Goals and Criteria of Sacred Heart Schools and professional behavior based in it. A healthy and appropriate sense of humor is always a plus!

### **Qualifications include but are not limited to:**

- BA required, MA preferred, in Social Science, Multicultural Education, Race Theory, Social Justice Teaching
- Demonstrated experience and expertise working with first generation college bound students and/or working with students of color in predominantly white institutions
- A minimum of 3 years of experience in a similar position at an independent school, preferably a Catholic school
- Ability to communicate effectively with all constituents in a school environment both in English and in Spanish
- Must be available and willing to work evening and weekend events and overnight trips
- Must be available and eligible to travel domestically and internationally with minors

### **A detailed job description and information about the school can be viewed at the school website:**

<http://www.shschools.org/Page/About/Careers--SHS>

**Salary:** This position offers competitive compensation and health and welfare benefits subject to plan parameters, including medical, dental, vision, Life & LTD, 403(b) retirement plan and more.

**Please email resume and cover letter to [HR@shschools.org](mailto:HR@shschools.org) attn.: Kathy Tuccio, Director of HR**

### **STATEMENT OF NON-DISCRIMINATION**

*Sacred Heart Schools, Atherton believes that each individual is entitled to equal employment opportunity without regard to race, color, age, disability, national origin, gender, sexual orientation, marital status, ancestry, genetic information, citizenship, veteran status, or any other class protected under federal, state or local laws.*

*As a faith-based institution, we reserve the right to use religion as a criterion in hiring decisions, as permitted by law, as it relates to performing essential job duties.*