

Cedar Riverside Community School

Position:

Community Partnership Coordinator

School:

Cedar Riverside Community School

Cedar Riverside Community School is a PreK-8th grade charter school located in the diverse Cedar-Riverside area of Minneapolis. It was established as one of the first charter schools in Minnesota in 1993 with the goal of meeting the unique needs of the youth in the neighborhood. During its 22-year existence, Cedar Riverside Community School has been diligent about maintaining a strong academic program while being responsive to the ever-changing population. It has also worked in partnership with many organizations in the community.

Cedar Riverside Community School is currently seeking a full-time Community Partnership Coordinator. The Community Partnership Coordinator provides proactive leadership to engage all stakeholders in the delivery of programs and services to support the students' academic achievement, personal and social development. The Community Partnership Coordinator works cooperatively with the CRCS executive director, and community representatives.

Responsibilities: The Community Partnership Coordinator performs the following duties:

1. Oversees Community Partnerships
2. Provides in-service training, coaching, and makes presentations to staff in areas of ENVoY.
3. Develop community partnerships with organizations and businesses that address the school's needs and mission.
4. Leverage the expertise of corporations and universities that improve the school's depth and rigor of course offerings and programs.
5. Research and secure additional funding sources to enhance academic offerings for students and staff.
6. Coordinate strong family/school partnerships that support student learning.
7. Provides new teacher and pre-service teacher mentoring programs
8. Coordinates experiential learning opportunities and programs
9. Coordinates school sponsored events.
10. Coordinates parent involvement and volunteer programs
11. Researches and coordinates opportunities for students outside of CRCS Community
12. Participates in School's Communication Team

13. Provides CPI training to staff.
14. Coordinates after school and summer school programs.
15. Supervises ISS.
16. Assumes responsibility of Activities Director.
17. Participate in activities that contribute to the effective operation of the school.

Qualifications:

1. Minimum: Bachelor's degree in in education, or related field.
2. Qualified trainer of ENVoY.
3. Ability to listen to and communicate
4. A team player with experience working in a collaborative environment.
5. Possesses conflict resolution skills and training.
6. Possesses a positive personal attitude.
7. Uses good organizational skills
8. Is capable of working with small and large groups.
9. Experience in K-8 school environment.

East African, primarily Somali cultural knowledge
would be beneficial but not required for employment.

To apply, send cover letter, resume, and three letters of recommendation to
rvetsch@cracs-school.org

or mail to 1610 South Sixth Street, Suite 100, Minneapolis, MN 55454, Attn. Randy Vetsch. Applications
accepted until position is filled.