



## **Assistant Principal of Student Affairs & Well-Being**

### **FORWARD Girls Leadership Academy**

*Cleveland, Ohio*

**Reports to:** *Head of School (CEO/Principal)*

### **Position Summary**

The Assistant Principal of Student Affairs & Well-Being (APSAW) is a key school leader responsible for cultivating a thriving, safe, affirming, and student-centered learning environment at FORWARD Girls Leadership Academy. This role leads the development, implementation, and continuous improvement of systems that support student well-being, culture, belonging, leadership development, and social-emotional growth.

Grounded in FORWARD's leadership-centered, relationship-driven, and whole-girl approach, the APSAW ensures that every student is known, supported, and empowered to succeed academically, socially, and emotionally. This leader works in close partnership with the Head of School & Assistant Principal of Instruction, instructional leaders, families, and support teams to create a cohesive, trauma-informed, culturally responsive school climate where girls can thrive.

This role is designed for a deeply relational, equity-driven leader who believes in the brilliance, voice, and leadership potential of girls—and who understands that student success is inseparable from student well-being.

### **Core Responsibilities**

#### **Student Support, Well-Being & Whole-Girl Development**

- Lead the design and implementation of schoolwide systems that promote student mental health, emotional wellness, identity development, and leadership growth.
- Oversee structures that support students' social-emotional learning, confidence-building, and sense of belonging.

- Partner with counselors, social workers, and external providers to coordinate holistic student support services.
- Develop proactive systems to identify and respond to student needs before they escalate.

### **School Culture, Climate & Belonging**

- Serve as the lead architect of FORWARD's student culture, ensuring alignment with the school's values, leadership philosophy, and mission.
- Establish clear, consistent expectations for student behavior rooted in dignity, accountability, and growth.
- Design and monitor restorative practices, community-building structures, and student leadership experiences.
- Maintain a visible, consistent presence in classrooms, hallways, and community spaces to build trust and reinforce a positive school climate.

### **Behavior Systems & Restorative Practices**

- Design and implement a restorative, developmentally appropriate approach to behavior management.
- Lead responses to student discipline in a way that is reflective, educational, and aligned with FORWARD's values.
- Support students in developing self-awareness, conflict resolution skills, and emotional regulation.
- Ensure systems are equitable, transparent, and centered on growth rather than punishment.

### **Family Engagement & Student Advocacy**

- Serve as a primary point of connection between families and the school around student well-being and support.
- Build strong, trust-based partnerships with families to support student success.
- Facilitate student support meetings, intervention planning, and re-entry processes when needed.
- Advocate for students in decision-making processes, ensuring their voices and needs remain central.

### **MTSS, Attendance & Student Success Systems**

- Collaborate with instructional and support teams to align well-being systems with academic interventions.

- Oversee attendance monitoring, engagement supports, and tiered intervention systems.
- Lead case management processes for students requiring targeted or intensive supports.
- Ensure all systems are proactive, data-informed, and culturally responsive.

### **Leadership Development & Student Voice**

- Create structures that amplify student voice, leadership, and agency.
- Support student councils, leadership initiatives, and advisory programming.
- Develop opportunities for girls to practice leadership, advocacy, and community engagement.
- Ensure that leadership development is embedded in the daily student experience.

### **Qualifications**

#### **Required Qualifications**

- Bachelor's degree in education, counseling, social work, psychology, or a related field.
- Valid Ohio license or credential in education, counseling, or student services (or eligibility).
- Minimum of 5 years of experience working with students in educational or youth-serving environments.
- At least 2 years of leadership experience (e.g., dean of students, assistant principal, culture leader, counselor lead).
- Demonstrated success in building positive school cultures and supporting student well-being.

#### **Preferred Qualifications**

- Master's degree in educational leadership, counseling, social work, or a related field.
- Experience in a charter school, start-up environment, or innovative school model.
- Training in restorative practices, trauma-informed care, or SEL frameworks.
- Experience designing student leadership and identity-based programming.
- Familiarity with Ohio attendance, discipline, and reporting systems.

## **Core Competencies**

- Relational leadership and trust-building
- Student advocacy and trauma-informed practice
- Restorative systems design
- Equity-centered leadership
- Strong communication and family partnership skills
- Systems thinking and continuous improvement
- Crisis response and student support coordination

## **Why Join FORWARD**

The Assistant Principal of Student Affairs & Well-Being plays a transformative role in shaping the heart of FORWARD Girls Leadership Academy. This leader ensures that every girl is known, valued, and supported as a scholar and a leader. This role offers the opportunity to build a nationally distinctive school culture from the ground up—one rooted in dignity, leadership, wellness, and joy. You will be part of a founding leadership team committed to reimagining what school can be for girls in Cleveland.