

## **The Ursuline School**

### **Director of Personal Development**

**Leave Replacement: November 5, 2018-March 31, 2019**

#### **Overview:**

Ursuline's commitment to educating the whole person is evident through its unique Personal Development Program, whose mission is to provide students with an opportunity to learn about themselves, connect with others and create change in their world. It features classes and other programs such as Peer Mediation and Peer Leadership training, and Personal Development programming that help the girls grow in confidence, self-advocacy, conflict resolution and problem-solving skills as well as develop a greater sense of empathy and compassion for those in their school community and world.

#### **Duties of the Full-time Director of Personal Development:**

##### **Personal Development Course**

Teach 6th, 7th and 8th grade classes. Personal Development can be described as socio-emotional learning classes, where students feel comfortable participating, sharing experiences and expressing themselves. Topics include but are not limited to treating others with respect, healthy relationships, expressing emotions, managing stress, healthy body image, assertiveness and media literacy. Classes are discussion and activity-based, and meet 4 days per week.

##### **Peer Leadership & 9th Grade Program**

- Teach Peer leadership course, which meets Tuesday afternoons 3 - 4pm
- Oversee all aspects of 9th Grade Overnight Program (March 2019)  
(includes organization of permission slips, transportation, room assignments, facilities set-up, securing chaperones, content of sessions to be presented by peer leaders).

##### **Peer Mediation and Conflict Resolution**

- Train and supervise senior Peer Mediators in program that helps students resolve conflicts with peers. Director of Personal Development teaches a weekly class for Peer Mediators Monday afternoons 3:10 - 4 p.m.
- Supervise Mediators in planning activities for middle school students to build rapport and teach about problem solving and management of conflict/friendship issues, and promote a culture of peace through special activities and campaigns.
- Manage referrals to Peer Mediation.
- Plan and execute projects with Conduct mediation when peer mediators are not available or situation is not appropriate.

#### **Requirements:**

An advanced degree in psychology, social work, health education or related field and experience in a health and wellness or related education program working with pre-teens and/or teens. Candidate must have strong verbal and written communications skills and must be a good listener. Organizational and strong teaching skills a must.

#### **To apply:**

Please submit cover letter, resume, and two references to [employment@ursulinenewrochelle.org](mailto:employment@ursulinenewrochelle.org)