

The Walden School
Dean of Students – 2015 Young Musicians Program
(December 2015)

The Dean of Students is the primary advocate for students' inspiring and transformational experiences during life outside of the classroom at The Walden School Young Musicians Program. The Dean of Students is responsible for student recreation, dorm life, student health & safety, student discipline, and Walden/parent communications during the summer program.

The position is highly collaborative. The Dean of Students will work closely with the Director of the Young Musicians Program and the Director of Operations, the Leadership Team of the Young Musicians Program, as well as all summer staff and faculty members. Additionally, the Dean of Students will collaboratively manage the Young Musicians Program Nurse with the Program Director. This position reports to the Director, Young Musicians Program, and will also manage the staff, in conjunction with the program director, the summer program Leadership Team and the Director of Operations. The Dean of Students will serve on the summer Leadership Team for the Young Musicians Program.

The Walden School values creativity and community, and we seek outstanding candidates who are passionate about teamwork and collaboration, are exceptionally organized, possess excellent written and oral communication skills, have a terrific sense of humor, are flexible and resilient and comfortable with uncertainty, and have a proven track record of leadership, particularly in the realm of youth residential programs. The ideal candidate will be tireless, unflappable, and thrive on juggling multiple projects, priorities, and personalities. The successful candidate will be excellent in the realms of parent communication, student interaction, and collaboration with faculty & staff colleagues. Discretion, judgment, and grace under pressure are highly desirable traits in the successful applicant. Some preference may be given to alumni of one or more of Walden's programs, and some preference may be given to applicants who have worked in summer camp/festival settings.

The Dean of Students must be available from Sunday, June 21, 2015 (arrival), through Friday, August 7, 2015 (departure). Some preparation work is expected in the spring for program planning.

Job responsibilities include, but are not limited to:

- Working with the Director, Young Musicians Program, to create and maintain a climate of mutual respect among The Walden School faculty and student body and an environment in which all may take the creative risks necessary for artistic growth.
- Providing strong, visible leadership in situations that require it. Acting as an example to the faculty, staff and student body.
- Attending all Leadership Team meetings and working with team in assessing if, when, and how social concerns may be affecting a student's academic performance or participation in our program. Taking a leadership role in resolving issues that arise.
- With the Program Director, managing the nurse and staff members assigned to assist the nurse; coordinating with nurse regarding health, safety and wellness issues. Collecting CPR certifications and managing communications to faculty and staff regarding CPR certifications. Resolving issues relating to sickness or injury among the student body.

Working with and supporting The Walden School's nurse in promoting a safe, healthy environment for all participants in the school.

- Assisting Program Director with communication with parents regarding issues that relate to students' social adjustment or general participation in our program.
- Working with the Director, nurse, students, and parents to resolve any issues relating to students' health and social well being during the summer.
- Overseeing all dorm 'checks', including any evening bedcheck policies and schedules, check-in with faculty about 'dorm duty', working with all faculty and staff to make sure dorm checks are running smoothly and bringing any and all concerns to the Program Director and/or leadership team to work together to resolve issues.
- Ensure that Walden's youngest students have the personal attention and extra-curricular activities that they require throughout the summer.
- Working with the program leadership team and summer staff and faculty, ensuring that all recreation programs are planned, organized, executed, and offer a range of opportunities for all of Walden's students to thrive.
- Work with Director of Operations, providing direction to and oversight of staff members in the areas of:
 - Student recreation, including: Dances, Mountain Hikes, Swim Trips and Afternoon Recreational activities and 4th of July festivities.
 - Student Crews
- Provide primary leadership in resolving student conflicts and student discipline/behavioral issues. This would include, but is not limited to, issues that arise in dorms, during community activities, during free time and in the classroom, in coordination with the leadership team.
- Provide primary leadership in ensuring students adhere to the Honor Code/Student Handbook. As necessary, assign and supervise consequences and/or punishments.
- Other projects and tasks, as assigned.

Compensation is in the form of salary, as well as room & board (single room, shared bathroom with students & other faculty/staff). Candidates should have completed a minimum of a Bachelor's degree. The Dean of Students **must** have current a CPR certification in order to be employed (valid at least through August 4, 2015). The Dean of Students must also have a valid US driver's license for the duration of the summer session and is expected to drive 15-passenger vans as part of his/her summer responsibilities.

Interested candidates should send a cover letter and a résumé/CV to:

Seth Brenzel, Director, Young Musicians Program
The Walden School
31 A 29th Street, San Francisco, California, 94110
email: sbrenzel@waldenschool.org

The Walden School, founded in 1972, is an acclaimed summer music school and festival offering programs that emphasize creative application, specifically through the study of musicianship, improvisation, and composition. In residence on the beautiful campus of the Dublin School in Dublin, New Hampshire, the School provides an inspiring retreat-like environment ideal for creative music making. The School's programs include the Young Musicians Program for musicians ages 9 to 18, the Teacher Training Institute for music

educators, and the Creative Musicians Retreat for adult musicians. The School's Concert Series showcases free public performances by renowned artists and ensembles that work closely with program participants. The Walden School was awarded Chamber Music America/ASCAP Adventurous Programming Awards in 2014 and 2012, a 2011 New Music Educator Award from the American Music Center (now New Music USA) and was a finalist for a 2011 National Arts and Humanities Youth Program Award. The Walden School is the successor organization to the Junior Conservatory Camp.

For more information, please visit Walden's website: www.waldenschool.org.