



SOUTHERN TEACHERS
A G E N C Y

**Lower School Director
Maclay School
Tallahassee, Florida**

maclay.org

Southern Teachers is assisting Maclay School as it seeks a Lower School Director to supervise the development, coordination, and implementation of a challenging curriculum in a nurturing environment. The Director will be a champion for Maclay's students and teachers and will guide and assist teachers as they differentiate within the subject areas to ensure that the needs of all students are being met as effectively as possible.

Reporting to the Assistant Head of School for Academic Affairs and serving on the school's leadership team, the Lower School Director is responsible for managing the day-to-day operation of the Lower School, delivering a challenging and responsive academic program, shaping positive behavior, promoting honor, and cultivating leadership. The Director will create and articulate a vision that is consistent with the culture of Maclay and that will help students mature and become responsible and productive members of the global community. He or she will work with the Lower School team to lead and oversee discipline, counseling, and wellness systems; serve as a resource for students, faculty, and parents; proactively and consistently observe, supervise, and evaluate the faculty; cultivate a character of empathy among all students; and manage and assist the faculty in carrying out the curricular and community vision for the school.

The next Lower School Director should have an advanced degree and successful teaching, administrative, and leadership experience; a track record of building positive partnerships with students, teachers, and parents; and both an acumen for and solid experience in curriculum development and assessment. The ideal candidate will bring a collaborative leadership style, expert communication and listening skills, and adeptness in relationship-building. He or she will serve as a persuasive and welcoming ambassador in all areas of school life; demonstrate a natural affinity for students and an enthusiasm for their activities and interests; value and acknowledge the contributions of others; exhibit inherent integrity and create an environment of mutual trust and respect; demonstrate vigor and energy; and approach all tasks with a student-centered priority and a healthy sense of humor. Preference will be given to sitting division directors with specific experience in differentiated instructional practices, curricular programming in writing and/or mathematics, managing different learning styles, exploration of new educational opportunities that advance the appropriate use of technology, and individualized professional development.

Maclay School is an independent, non-sectarian, coeducational, college-preparatory school serving students grades prekindergarten through twelve dedicated to providing a liberal arts education, enabling each student to develop inherent ability to the fullest extent with a balance of discipline and freedom. Maclay seeks to educate the mind, nurture the spirit, and foster the development of the whole child. The school is located on 100 beautiful acres in northeast Tallahassee. Tallahassee, recognized as an All-American City, is the state capital of Florida and home to Florida State University.

To apply, please complete the online [Application](#) to become a **Southern Teachers Candidate** and submit a cover letter explaining your interest in and qualifications for this position, which begins in July 2019.