



SOUTHERN TEACHERS

A G E N C Y

Assistant Head of School Sidwell Friends School Washington, DC

sidwell.edu

Southern Teachers is assisting Sidwell Friends School as it seeks an Assistant Head of School (AHOS). Reporting directly to the Head of School, the AHOS is responsible for helping to implement the strategic and accreditation action plans, recruiting faculty and senior administrators, and representing and collaborating with the Head of School, the Administrative Council, faculty, and trustees. In the Head of School's absence, the AHOS assumes primary responsibility for the academic operation of the school.

The Assistant Head has a broad scope of duties including overall responsibility for the academic program, representing the Head of School at relevant events, and convening committees to work on projects, programs, and strategic initiatives. He or she will assume primary responsibility for launching and overseeing a center for teaching research and development; manage curricular review processes; and ensure coherence in interdivisional curricular scope and sequence. With other administrators, the AHOS oversees hiring for academic and senior administrative positions; new faculty orientation and mentorship programs; all-school professional development; and faculty grants and education programs. He or she helps implement strategic planning and accreditation processes; represents the Head of School in faculty performance reviews; supervises the Director of Health Services and the Environmental Advisory Group; serves as a final point of appeal for student disciplinary matters, academic disputes, and other policy matters with students and/or their parents; and stays current on relevant developments in education and school management.

The ideal candidate will have a master's degree or higher, demonstrated success as a classroom teacher, and at least seven years of high-level administrative experience. He or she must be an outstanding communicator and deep listener who appreciates diverse perspectives, values intellectual exchange and respectful disagreement, embraces Quaker principles, and demonstrates the ability to thrive in a diverse community. The Assistant Head will be highly organized and able to manage multiple projects; have well-developed collaboration skills; possess a kind and caring disposition and the stamina and resilience to work in a fast-paced environment; demonstrate a willingness to embrace complexity and the principles of servant leadership; and have the flexibility and joyfulness required to serve in a PK-12 institution.

Founded in 1883, Sidwell Friends is a co-educational Quaker day school housed on campuses in northwest Washington, DC, and Bethesda, Maryland. Serving over 1,100 students grades prekindergarten through twelve, the school has long been known for its strong academic programs, its commitment to diversity, and its emphasis on environmental stewardship. Beginning in 2006, renovations and additions to the shell of the original 1950 Middle School signaled the beginning of an era of green architecture at Sidwell Friends. The newly renovated structure became the first LEED Platinum K-12 school building in the world because of its innovative green technologies. A LEED Gold Athletic Center opened in 2010, and a LEED Platinum Meeting House and Arts Center opened in 2011.

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.

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