



SOUTHERN TEACHERS
A G E N C Y

Head of Upper School
St. Paul's Episcopal School
Mobile, Alabama
stpaulsmobile.net

Southern Teachers is assisting St. Paul's Episcopal School as it seeks a dynamic Head of Upper School to maintain the school's commitment to academic excellence within a student-centered community, model its core values, and support its mission. As the senior administrative leader of the Upper School division, the Head of Upper School reports to the Head of School and serves on the administrative leadership team.

The Head of Upper School will be responsible for all day-to-day operations of the Upper School; plan Upper School curriculum and programs in coordination with the Head of School, Assistant Head of School, and other division leaders; ensure the effective implementation of the curriculum by the Upper School teaching staff; manage the hiring, supervising, and evaluating of Upper School faculty and staff in conjunction with the Assistant Head of School; encourage, support, and provide professional development opportunities for all Upper School faculty; and maintain positive, collegial relationships with faculty. He or she will implement all school policies, procedures, and programs; sustain a strong, positive, and safe school culture and learning environment; monitor Upper School students' progress; and support the Dean of Students in the implementation and enforcement of the school's behavioral code. The Head of Upper School will work in close collaboration with other division heads to create a cohesive, school-wide curricular scope and sequence; support school admissions efforts; and communicate effectively with parents and other constituents in a variety of media.

The ideal candidate will have an advanced degree in an appropriate field; several years of school administrative experience; and strong verbal and written communication skills. He or she will embrace the vision, mission, culture, and values of St. Paul's Episcopal School; display the qualities of a servant leader; have a strong moral foundation and ethical sense; and demonstrate the desire to be a contributing member of the greater Mobile community.

Founded in 1947 as a parish school of St. Paul's Episcopal Church, St. Paul's Episcopal School serves over 1200 students in grades prekindergarten through twelve. St. Paul's is committed to providing the highest quality college preparatory education in a Christian environment, emphasizing virtues such as respect, integrity, responsibility, service, and tolerance in order to prepare the whole person for a changing and challenging future.

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.