



SOUTHERN TEACHERS
A G E N C Y

Elementary Grades Director
Washington Episcopal School
Bethesda, Maryland

w-e-s.org

Southern Teachers is assisting Washington Episcopal School as it seeks its next Elementary Grades Director to lead a division that serves children in grades two through five. Reporting directly to the Head of School, the Director is a member of the administrative team and works collaboratively with other school leaders.

The Elementary Grades Director's duties will include supervising and evaluating faculty; providing program coordination and management; overseeing students' academic, social, and emotional development; working closely with the Admission Director to facilitate relevant grade assessment reports, orientation of new families, and contacts with area feeder schools; managing and planning annual budgets; handling and supervising communications with faculty, parents, and other institutions; and keeping accurate records. He or she will be the leader for approximately 20 educators and the 100 students in these four grades.

A qualified candidate should have significant knowledge of elementary school curriculum and programming. He or she should hold advanced degrees, preferably in education, and have strong teaching credentials and an enthusiasm for teaching. The Director should exhibit flexibility, organization, ability to work well with different constituencies, effective communication skills, knowledge of child development, and strong leadership qualities.

Washington Episcopal School is an independent, co-educational school serving approximately 295 students from nursery through grade eight. Washington Episcopal School believes that learning should be joyful because academic excellence and happy children belong together. The school represents a diverse community where the uniqueness of each member of the school is celebrated. The students are encouraged to be active learners who engage in a lively exchange with their teachers and shoulder an increasing share of the responsibility for their own learning. Washington Episcopal School develops children into kind, confident, and prepared young adults. Founded in 1986, Washington Episcopal School is located on a 10-acre campus in Bethesda, Maryland.

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.