Upper School Dean  
The Kinkaid School  
Houston, Texas

kinkaid.org

Southern Teachers is assisting The Kinkaid School in its search for a dynamic educator to support students throughout high school and the college application process. The Upper School Dean works closely with the school counselors, teachers, and learning specialists to guide students through the yearly course selection and the college application and selection process.

Under the supervision of the Head of School and Head of Upper School, the Dean will work with approximately 20 students and their families from each grade and follow each student from Upper School entry to graduation. In addition to guiding students through course selection and college application processes, the Dean will provide counsel and support regarding academic achievement, personal accountability, and social dynamics. He or she will also support the school's mission by teaching one section of a core academic class; supervising school life; chaperoning major events, including the ninth-grade retreat; traveling for college tours; and leading extracurricular activities.

Qualified individuals will have experience working with and guiding high school students, especially through the college admission process. An ideal candidate will have a graduate degree, core knowledge about the development of upper school age children, and exceptional written and oral communication skills. The Upper School Dean will need to be collegial, energetic, and engaging and exemplify Kinkaid's four core values of honesty, responsibility, respect, and kindness in all interactions with the community.

The Kinkaid School is a co-educational, independent day school located in Houston Texas. Founded in 1906, Kinkaid's mission is to promote educational excellence and balanced growth in a challenging, safe, and inclusive learning environment. Home to nearly 1500 students in grades Pre-K through twelve, Kinkaid encourages its students to grow in character, pursue their interests, and use their unique gifts to serve and lead in their school and the local and global communities.

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 2022.