



Athletic Director

*Kenston Forest School
Blackstone, Virginia*

July 2017 • kenston.org



The Opportunity

Kenston Forest School seeks a highly motivated Athletic Director to join a growing school community that knows the value of a vibrant sports program in young lives. The Athletic Director must be a passionate leader and a well-organized manager who will promote an exciting vision for Kenston athletics. Kenston currently fields eighteen teams in eight interscholastic sports, with 80% of its students participating, as a member of the Virginia Commonwealth Conference (VCC) and Virginia Independent Schools Athletic Association (VISAA). It's an impressive program for a school of this size.

Kenston Forest School, an independent, college preparatory school, develops in each student the qualities of leadership, scholarship, service, and good character in an atmosphere that stresses family values and Judeo-Christian ideals.

Kenston Forest School values tradition and community. For over fifty years, the school's strong, competitive athletic program has played a vital role in developing character and leadership and in drawing the school family more closely together. Friday nights in the stands for football games, winter evenings together in the gym for basketball games, and springtime afternoons at the softball and baseball diamonds are where parents and kids share many fond memories.

The Director of Athletics, as a member of the Senior Administrative Team reporting to the Head of School, is responsible for organizing and overseeing athletics program budgets, personnel, and facilities. Kenston Forest is enjoying remarkable growth. The next AD will be expected to support and sustain this momentum by establishing ambitious new program goals, creating a cohesive athletic department philosophy, hiring and developing outstanding coaches, communicating effectively with all stakeholders, and expanding sports offerings and facilities. The school seeks candidates with imagination, ambition, integrity, and strong work ethic, who want to grow as leaders while contributing to an exciting transformation at Kenston Forest School.

**Kenston Forest is a
nonsectarian, coeducational,
day school serving 281
students in preschool through
grade twelve.**

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.



SOUTHERN TEACHERS
AGENCY



Athletic Director

Kenston Forest School
Blackstone, Virginia
July 2017 • kenston.org

The Position

The Athletic Director helps to ensure that the curriculum supports students' physical and health development at all levels, prekindergarten (age 3) through grade twelve.

The AD works with PE teachers to develop instruction and activities strategically aligned to prepare student-athletes for competitive opportunities in Middle and Upper School.



As leader and spokesman for all interscholastic sports, the Athletic Director develops coaching standards, supervises and supports coaches in meeting those standards, supports hiring of faculty who can coach, develops training and conditioning programs for student-athletes, oversees facilities and field maintenance, and manages the department budget. Perhaps most important, the AD models the highest level of sportsmanship and school spirit to rally support in the school and local community.

Candidates must hold graduate degrees in education, leadership, sports management, physical education, or similar fields. They must have substantial records of success as coaches and at least three years of experience in athletic administration and leadership, ideally at independent schools.

The Athletic Director's roles and the responsibilities:

- Lead a strategic planning process to advance the scholar-athlete profile throughout school life.
- In keeping with the strategic plan, develop and publish annual goals and benchmarks for faculty and coaches, as well as marketing, development and admissions offices, to verify program effectiveness while advancing the school's competitive reputation in the community.
- Collaborate with the Director of Curriculum & Instruction and the PE Instructor in designing a cohesive physical education curriculum that benchmarks all students' development, beginners through grade twelve, and includes skill development for future participation in sports.
- Develop a Lower School PE program that encourages sports participation at school and in the local community.
- Help healthcare professionals ensure that proper measures are in place to protect athletes.
- Lead by activity and example in developing, organizing, supervising and evaluating all aspects of the school's intramural and interscholastic athletic programs.
- Establish standards that unify coaches and support the school's educational mission through the development of students as scholar-athletes.
- Supervise, train, and mentor coaches who are committed to the highest levels of professionalism.
- With Operations staff, oversee sports equipment and facilities maintenance, security, planning, and rental opportunities.
- Assist the Head of School and administrators in faculty hiring to include excellent coaches.
- Submit regular sports updates and information to the Director of Community Relations for publication.
- Prepare and manage the athletic program's budget.
- Schedule athletic contests, arrange for transportation, and hire officials.





Athletic Director

Kenston Forest School
Blackstone, Virginia
July 2017 • kenston.org

The Position *(Continued)*

- Join the college counseling office in supporting student-athletes' aspirations in college sports.
- Help the admission office in identifying prospective students for enrollment.
- Represent the school in various state, regional, and national athletic associations.
- Maintain team and individual sports records and share them with the Director of Community Relations for historical purposes.
- Help coaches develop athletes' seasonal goals with documentation, statistics, and records.
- Revise the coaches' manual as needed each year and meet with coaches to review information and standards in detail.
- Organize off-campus athletic programs and coordinate them with the three division principals.
- Oversee distribution, collection, cleaning, repair, and storage of uniforms and equipment.
- Take responsibility for the health and safety of all students in the athletic program.
- Perform other duties as assigned by the Head of School and support the school's leadership.



The School

History

Kenston Forest School started as a high school in 1966 with approximately 175 students. To distinguish itself from other area schools, both public and private, Kenston Forest hired outstanding educators from surrounding counties and established itself as "college preparatory" by offering advanced courses in mathematics and science. Enrollment rose quickly. A new wing with six classrooms was added in 1969. By 1972, enrollment had grown to over 325 students. In December 1973, a new building was completed with a gymnasium, locker rooms, offices, reception area, kitchen, dining room, stage area, and classroom.

Enrollment declined in the mid-seventies until, in 1981, Kenston Forest School merged with two local schools that served prekindergarten through grade seven to form one school, PK-12. Throughout the eighties, many small schools in Virginia closed their doors for lack of enrollment or lack of funding. Despite similar obstacles, Kenston Forest weathered the storm with outstanding leadership and firm commitment to its founding values and beliefs. Another small building was added in 1992 to house a day care program for children three and four years old, and the David C. Wright field house was added a few years later. By the late 1990's, the Board of Directors was again discussing ways to accommodate increasing enrollment.

An aggressive long range master plan and a successful capital campaign led to the construction of a new upper school building in 1999, as well as improvements to existing facilities. The new upper school building included a well-equipped computer lab, a science lab, and five additional classrooms. Phase II of the master plan included construction of a 10,000-square-foot building in 2005 with nine classrooms to house the early learning, after-school, and summer programs, as well as kindergarten and first grade classes. The facility also included a playground, office space, kitchen, and cafeteria.

Campus improvements since 2004 include an additional 53 acres adjoining the campus; new lighting, fences, and a press box for the football field; paved parking lots; additional computer stations; improved exterior signage, lighting, and landscaping; an upgraded bus fleet; and kitchen improvements. The original gymnasium and stage underwent significant renovation in late 2007 and the basketball court was dedicated as "Alumni Court" in 2008, and again





The School *(Continued)*

in 2015, with the addition of air-conditioning and repairs and renovation of the gym floor. Significant upgrades and improvements in technology, campus security and academic and co-curricular opportunities have expanded and the grounds and facilities have grown and improved dramatically.

Academics

Since it opened in 1981, the Lower School has focused on developing children’s personal growth, initiative, and responsibility and, to that end, on hiring experienced teachers who give every student a strong academic foundation for future success. The learning environment holds high expectations for mutual respect among students up through grade seven. Teachers work together to recognize and celebrate students’ individual talents and efforts and to ensure their overall well-being. Students at each grade level attend classes in art, music, physical education, character education, and library usage. Curriculum-related field trips enrich the learning experience. Community service projects, Field Day, and the Forensics program generate excitement and involvement, as does each grades presentation of a chapel program for the whole Lower School. Grandparents’ Day in the fall, May Day in the spring, and Awards Assemblies every quarter showcase the many gifts and talents of a diverse and enthusiastic group of young people.

The Upper School, grades eight through twelve, offers a college-preparatory curriculum led by teachers who are committed to academic excellence and to the development of mature, responsible, college-bound students who know the demands of leadership, scholarship, service, and character.



In July, 2017 a \$300,000 STEAM Lab will open, and the school will engage in a three-year program to fully integrate a hands-on, problem-based curriculum for students in grades K-12. The program will feature extensive faculty professional development and on-going support for teachers, as well as development of specialized programs in Robotics, CAD-CAM and Entrepreneurial studies.

Dual enrollment courses, taught on campus through Southside Virginia Community College, enhance students’ college applications and let students earn college credits that are accepted at most Virginia colleges and universities. Currently 36 college credit hours are offered through courses in history, government, sciences, English, and mathematics. In some years, courses are even offered in aviation, psychology, sociology, and zoology.

Arts

Kenston Forest believes that a well-rounded education must include experiences in art, drama, music, performance, and public speaking. Programs and activities include school-wide art shows, festival booths, large-scale murals on campus and in the community, set design, field trips, and much more. Small classes let students explore many different mediums and create large-scale projects. Upper School electives are offered as semester or full-year courses. Lower School Art classes meet once each week in 50-minute sessions.





Athletic Director

Kenston Forest School
Blackstone, Virginia
July 2017 • kenston.org

The School (Continued)

The Drama Program was established in 2008 as an elective course and a creative outlet for Upper School students. Today the program flourishes. Three plays are performed each year, and as community outreach, students perform as well at local elementary schools. Additionally, the class participates in the VCC Fine Arts Festival along with other member schools. Past productions include Grease, Beauty and the Beast, Alice in Wonderland, and Annie. The spring musical, a highlight each year, casts students in grades K-12. Many drama students go on to take acting courses in college.

Exposure to music is also important at Kenston Forest. Lower School students participate in several performances throughout the year – at the Grandparents Day celebration, the Christmas Program, and the annual May Day celebration, an impressive tradition at Kenston.

The school features a highly acclaimed Forensics program for students in Lower School and Upper School, with students successfully competing at the regional and state level.

Athletics

In recent years, the athletic department has focused on building school spirit. The gameday experience has been improved tremendously, with fireworks at the football games, “best seat in the house” raffles at basketball games, and player announcements at the soccer games. Cheerleaders and the pep club are more involved in school life, and rivalry games – with the “Kenston Krazies” in full throttle – have brought the community together. Lower schools students have gotten involved and look forward to participating as they get older. Athletes are proud to be part of something larger than themselves. New traditions like The Senior Walk are working. School Spirit is alive and well at Kenston Forest.



At a Glance

- Founded: **1966**
- Grades: **PreK-12**
- Total Enrollment: **281**
- LS Enrollment (PK-4): **102**
- MS Enrollment (5-8): **77**
- US Enrollment (9-12): **102**
- Boys: **48%**
- Girls: **52%**
- Diversity: **16%**
- Students Receiving Aid: **28%**
- Total Aid: **\$138,000**
- Total Faculty: **39**
- Female Faculty: **80%**
- Male Faculty: **20%**
- Student/Faculty Ratio: **6:1**
- Average Faculty Experience: **18 yrs**
- Average Faculty Tenure: **15 yrs**
- Faculty with Postgrad Degrees: **23**
- Highest Tuition: **\$7,350**
- Annual Budget: **\$2,700,000**
- Endowment: **\$4,000,000**
- Participation in Sports: **80%**
- Number of Sports: **8**
- Number of Teams: **18**

The athletic program’s foundation is strong. Athletes and parents appreciate the recently refinished basketball floor, newly sodded baseball infield, and freshly cleared cross-country course. All campus sports facilities are well cared for, student participation remains high, the school has enjoyed stability in the coaching ranks. The next Athletic Director will build on this foundation and take the program to the next level in terms of facilities, leadership development, and success on the field.

Future

Kenston Forest enrollment is projected to grow 20% over the next three years. The buzz about the school is very positive in Blackstone and the surrounding communities. The school expects to hit peak enrollment of 340 students in the near future, which will give it the flexibility to expand academic and athletic offerings and look to renovate and expand campus facilities. The future has never been as bright for KFS.





Athletic Director

Kenston Forest School
Blackstone, Virginia
July 2017 • kenston.org

The Community

The Main Street Community of Blackstone lies about 35 miles west of Petersburg and 60 miles southwest of Richmond in the heart of Southside Virginia. Blackstone may be best known for its proximity to Fort Pickett, built as a U.S. Army post during World War II and now home to a \$416 million embassy security training facility that will train between 8,000 and 10,000 people per year and provide a tremendous injection to the local economy.

Blackstone dates back to revolutionary times when it was a crossroads known as Blacks and Whites, the names of two families that had built taverns there. One of those, Schwartz Tavern ("Schwarz" means "black" in German) still stands and has been faithfully restored as a museum. On the same grounds is the Robert Thomas Carriage Museum, which houses one of the finest collections of horse-drawn coaches and carriages in the country.

Both museums are within walking distance of the historic downtown area which has undergone a wonderful transformation since being named a Main Street community in 2007. Among the many interesting retail shops and quaint restaurants is a 20,000+ square foot Antiques and Crafts Mall.

Application Process & Timeline

For most thorough consideration, candidates for the Athletic Director position should submit applications to Southern Teachers Agency (available at SouthernTeachers.com) along with a current resume and a cover letter explaining their interest in and qualifications for this leadership position.

Questions may be directed to Mr. Jamie Estes at Estes@SouthernTeachers.com or 434-295-9122. **Please do not contact the school.**

Initial interviews with the consultant at Southern Teachers Agency will be ongoing.

The new Athletic Director will begin work July 2017.

Blackstone is also home to the impressive Methodist Assembly Center whose bucolic campus was once that of the prestigious Blackstone College for Women. It sits at the edge of a neighborhood of fine, restored Victorian homes. A short distance away is historic Nottoway Courthouse, the county seat, famous for its role in the Civil War.

The economy of Blackstone is looking very strong, in part due to the Fort Pickett repurposing as well as a multimillion dollar investment in the regional hospital. Unemployment in Blackstone is below 4% and the cost of living is 15% below the national median; median home prices are \$78,500, well below the national average. Weather is temperate, with the average high temperatures ranging from 47 in January to 88 in July. Yearly snowfall is typically no more than six inches.

