



SOUTHERN TEACHERS

A G E N C Y

Upper School Division Head St. Stephen's Episcopal School Austin, Texas

sstx.org

Southern Teachers is assisting St. Stephen's Episcopal School as it seeks an enthusiastic, personable leader to collaborate with a strong faculty and an administrative team that seeks to take a great school to an even greater level of serving students. The Upper School Division Head must demonstrate expertise in team building, in supporting faculty innovation with curriculum and pedagogy, and in working with and enjoying all three constituencies of the Upper School: students, faculty, and parents.

The Upper School Division Head has primary responsibility for the day-to-day management of academic and extracurricular programs, including supervising faculty, overseeing student issues, interacting with parents, communicating with all stakeholders, assisting with editing handbooks, and planning and attending school events. As the face of the division, the US Head plans and officiates ceremonies; leads in maintaining student morale, healthy student-community relationships, and satisfactory conduct and appearance; and serves as liaison for the myriad of constituencies in the Upper School community. The following staff members report to the US Head: US faculty, registrar, class deans, the international program director, college counseling director, librarians, and the academic dean.

Reporting directly to the Head of School, the US Head leads the US administrative team and serves on the Curriculum Committee. Candidates should be experienced administrators with significant service in independent school education, records of excellent teaching, strong leadership skills, creativity, and demonstrated expertise in curriculum and instruction—ideally, with applicable advanced degrees. The US Head will join the St. Stephen's residential community by living on campus and working in the residential program. Teaching and coaching are also possibilities.

St. Stephen's Episcopal School provides an engaging academic environment for 675 day and boarding students (grades 6-12) who are known, supported, and celebrated for their individual talents and interests. Dedicated faculty and staff are tenacious and constant in their commitment to providing an academically challenging experience for students within the context of a balanced program in academics, athletics and the arts. The school's mission, vision, and core values are rooted in progressive, yet resolute, principles: provide rigorous academics, build a diverse student body, develop creative thinkers, support social justice, shape global leaders, nourish the spirit, look beyond ourselves to serve others, and promote equity within our school walls and beyond. A spirit-centered school grounded in the Episcopal tradition, St. Stephen's respects and honors all faiths and supports students as they make their own spiritual journeys while reinforcing their moral growth. The school prayer, recited daily in Chapel, calls upon all to see life as a journey together and empowers all to make a difference in the world "with open minds, open hearts and open doors."

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 2017.