



SOUTHERN TEACHERS

A G E N C Y

Assistant Head of Lower School The Walker School Marietta, Georgia

thewalkerschool.org

Southern Teachers is assisting The Walker School as it seeks a highly skilled, dedicated, and experienced individual to become the Assistant Head of Lower School. The Assistant Head reports to the division head and will be responsible for aspects of the day-to-day operation congruent with the school's mission and vision.

The Assistant Head of Lower School must be a child-centered educator who demonstrates and models the qualities of integrity, collaboration, energy, initiative, empathy, and flexibility. He or she should have a strong background in early childhood education including, but not limited to, curriculum development, program management, faculty evaluation and development, and 21st-century pedagogy. The Assistant Head will be confident in interactions with teachers and parents, discrete with sound and keen judgment, and an excellent communicator. While serving and leading in the Lower School, the Assistant Head should model ethical and professional behavior, accept personal responsibility where appropriate, and demonstrate a commitment to the school, its mission, and its policies. The ideal candidate will have a bachelor's degree, experience teaching Lower School students, and proven success in a leadership position. An advanced degree is preferred but not required.

The Assistant Head of Lower School will ensure an orderly, controlled environment in which learning can take place and maintain a positive and supportive climate in the division. As a leader, he or she will be a visible presence in all areas of the school; work toward a resolution of problems as they arise; and keep the Principal, Counselor, and Learning Specialist informed of the general programs, activities, and issues in the Lower School. The Assistant Head will serve as a member and leader of the Lower School Learning Support Team, prepare a master school class schedule, and serve as a consultant to teachers in matters of classroom management, teaching methods, meeting with students and parents, and general school procedures. He or she will assist in the observation, supervision, and evaluation of faculty and in the admission process for the testing, interviewing, and evaluating of applicants for enrollment. Promoting established guidelines for proper school conduct and dress, the Assistant Head will maintain student discipline consistent with school policies, monitor students' adherence to established school rules, and maintain accurate records of student attendance and citizenship.

The Walker School is a nonsectarian, co-educational day school serving three year olds through twelfth grade. Founded in 1957 and currently enrolling approximately 930 students, Walker is a college-preparatory independent school for families seeking an engaging educational experience within an intimately scaled, caring, and diverse community where opportunities abound and meaningful relationships inspire transformative learning.

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.