



Head of School

Leadership Opportunity
July 2012

Ascension Episcopal School



Carney, Sandoe  Associates

800-225-7986 ▼ www.carneysandoe.com

Lafayette, Louisiana
736 students
Pre-K-3 – 12th grade
www.aesgators.org

THE POSITION

Ascension Episcopal School in Lafayette, Louisiana, seeks a Head of School to lead a community of over 730 pre-kindergarten through twelfth grade students and 110 faculty members. Recognized locally as one of the finest schools in the area, Ascension is located on three campuses in Acadiana, a region comprising eight parishes (counties) in south Louisiana. The next Head of School will ensure the continuing excellence of all aspects of the School's operations and build upon the significant accomplishments of the past decade. This is an exciting and challenging time in the School's history, following the recent expansion to four divisions on three campuses. The School's reputation has grown steadily, and the next Head of School will inherit a school poised for continued growth and success.

THE SCHOOL

Celebrating over 50 years of academic excellence in a Christian environment, Ascension Episcopal School is the largest outreach ministry of the Episcopal Church of the Ascension. With its main campus located in the heart of downtown Lafayette, Louisiana, the School serves pre-kindergarten through twelfth grade. What began in 1959 with one 17-student kindergarten class has grown to three campuses with 736 students. The School reflects the values and culture of South Louisiana where love of family, faith traditions, and celebrating the "joie de vivre" (joy of life) are evident in every aspect of school and community life. Today the commitment remains strong, and the School provides an education unsurpassed in south Louisiana. The United States Department of Education named Ascension Episcopal School a 2004 Blue Ribbon School. Though the number of students in the Upper School is 112, anticipated full enrollment is 100 to 150 students per grade with a total population at full implementation of 400 to 600 students. AES is the largest Episcopal school in the Diocese of Western Louisiana and draws students from a 60-mile radius covering 27 cities in seven south Louisiana parishes. As a ministry of the Episcopal Church of the Ascension, AES continues to function as a day school while incorporating the most desirable characteristics and qualities offered by many independent schools.



Ascension Episcopal School is accredited by the Independent Schools Association of the Southwest, the Southwestern Association of Episcopal Schools, and the Louisiana Department of Education. Ascension is a member of the National Association of

Mission - Philosophy

Ascension Episcopal School is committed to academic excellence in a Christian environment. Our goals are to provide each student with the opportunity to achieve high academic standards, to gain appreciation for the fine arts, and to grow spiritually, emotionally, socially, and physically.

Episcopal Schools (NAES), the National Association of Independent Schools (NAIS), and the National Association for Education of Young Children (NAEYC).

THE EPISCOPAL CHURCH OF THE ASCENSION

Ascension Episcopal School is the largest outreach ministry of the Episcopal Church of the Ascension, a parish dedicated to the Anglican heritage and identity. The church's worship is centered around God's gracious gift of Himself in Christ and celebrated through the sacraments. The Church community is evangelical and takes seriously Jesus' call to obedience, holding the Holy Scriptures to be authoritative in their lives and believing them to be inspired by the Holy Spirit. Parish leaders describe themselves as orthodox and read the Scriptures through the eyes of the Church historic, adhering to the



ancient Creeds as guideposts for belief and worship. The congregation includes over 700 members of the Church and 250 families.

Ascension Episcopal School's goal is to provide opportunities for each student to grow spiritually while recognizing that an important part of educating students is to build confidence to become young men and women of faith and character. Worship services at the

Church and Christian Education classes provide opportunities for AES students to deepen their relationship with God. Preschool students attend informal chapel services once a week, while Lower, Middle, and Upper School students attend chapel daily. The Eucharist is celebrated bi-weekly at the downtown campus on Johnston Street and monthly at the Upper School. Weekly Christian Education instruction for preschool students includes Bible story activities. Students in grades 1-7 also participate in weekly instruction with topics that encourage the attributes found in the school prayer: gentleness, generosity, truthfulness, kindness, and bravery. A course of Comparative Faiths is taught in the eighth grade year. A survey of the Old Testament and New Testament are taught and satisfy credits for graduation from the Upper School.

CAMPUS AND SETTING

The 2.5-acre Preschool campus located in River Ranch, a Traditional Neighborhood Development within the city limits of Lafayette, opened in 2004 with 10 classrooms, a music room, a library, a multi-purpose activity center, and a playground designed specifically for young children. The Preschool houses students from three years of age through kindergarten. This is a warm, friendly environment for the youngest students, bursting with life and laughter.

The seven-acre campus of the Lower and Middle School (grades 1-4 and 5-7, respectively) is located within walking distance from the University of Louisiana at Lafayette, in the downtown area of the city. The downtown campus includes a 26,000-volume library, two computer labs, and an innovative multi-purpose activity center with an elevated running track, a stage for performances, and classrooms for music and art. Parker Hall, which opened in Spring 2005, houses the sixth and seventh grades of the

Middle School division. Parker Hall contains a science lab equipped with workstations and a computer/media lab to accommodate the advanced pace of learning with technology.

Ascension Episcopal School at a Glance

Grades: Pre-K3 – 12th grade

Current enrollment: 736

Faculty: 110

Faculty with advanced degrees: 27%

Student-Teacher ratio: PK-5: 16:1; 6-12: varies

Operating budget: \$8 million

Indebtedness: \$1.5 million

Endowment: \$482,000

Annual giving most recent year: \$253,000

Capital giving most recent year: \$721,000

Parent participation in giving: 24%

Financial Aid: \$264,000

Students receiving need-based aid: 15%

Average grant: \$2,850

Seventy-two acres of land were donated in the expanding planned community of Sugar Mill Pond, 11 miles from the downtown campus. The Upper School campus has ample area for a beautiful college-like campus environment, complete with all requisite educational buildings, athletic facilities, practice fields, and parking. The Sugar Mill Pond campus, opened in November of 2008, houses the eighth grade and the Upper School division. The Upper School classroom building occupies over 39,000 square feet and contains an Academic Research Center, computer labs, seminar rooms and faculty office suites. The new generation of students is supported through the advanced technological features of

this facility. When completed, the Sugar Mill Pond campus will include in its center a Chapel, in which students will gather for daily services. The campus facilities will expand to include the Science and Business Center, Visual and Performing Arts Center, student union/dining facility, administration offices, and a sports complex. The competition gym, completed in 2009, is the center of the growing athletic program. Baseball and practice football fields have been added, and softball and practice lacrosse fields are being constructed. When completed, the sports complex will consist of two gymnasiums, football and track stadium, natatorium, and separate fields for softball, baseball, tennis, and soccer/lacrosse. A projected rendering of the completed Sugar Mill Pond campus may be seen at <http://www.youtube.com/watch?v=wEgdbh95SX4>.

FACULTY

Ascension continues to attract experienced, innovative teachers--dedicated, multi-talented individuals who share in the mission of *academic excellence in a Christian environment*.



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Ascension expects teachers to possess knowledge of instructional content and methodology; establish high and clearly articulated standards and goals; create a positive environment; advocate for children; communicate with parents; and foster spiritual growth of the students regardless of their faith traditions. Of the 110 faculty members, 27% hold advanced degrees. Believing strongly in continuing education, all faculty members participate in professional development opportunities each year. Teachers are



required to hold certification in their teaching areas. In the 2010-11 school year, 24 Ascension teachers were nominated for Teacher of the Year in a competition sponsored by the Lafayette Education Foundation.

THE ACADEMIC PROGRAM

The aim of the Ascension curriculum is to develop lifelong learning skills within a strong academic program that is designed to prepare graduates for college and beyond. At each grade level, AES maintains developmentally appropriate goals, while recognizing the need to meet the varying abilities, formative stages, and learning styles present in any given class. Technology supports classroom instruction and extends student learning through meaningful projects.

As students progress from Preschool through Upper School, the AES curriculum ensures that each student is presented with developmentally appropriate materials and experiences. To maximize each student's potential, creative and critical thinking skills are emphasized in an environment of supportive and authentic learning. Small class size and teacher-student ratios allow for an intimate interpersonal atmosphere. The home and school connection is valued, and parental support is strongly encouraged.

Recognizing that young children function at a concrete level of thinking, the Ascension Preschool provides active learning through exploration. The Preschool offers a safe, nurturing, child-friendly environment to begin a lifetime of learning. The Lower School recognizes and values the acquisition of basic skills as a foundation for educational excellence. Once skills are mastered, students are guided to the next level of learning—higher order thinking. As students move beyond the levels of knowledge and comprehension, they are guided to apply skills, analyze and evaluate information, and synthesize data. Projects and activities that follow and complement units of instruction are designed to promote the application of skills and understanding as well as offer opportunities for peer group interaction. By offering increased responsibility and high academic expectations within a supportive environment, the Middle School program continues the process of helping students define their roles in their families, school and

community. At this level, students progress from a teacher-guided model of instruction to a level of independent critical analysis.

The Upper School is firmly grounded in the School's mission and fosters the continuing development of young adults with the qualities prayed for daily in the School prayer: gentleness, generosity, truthfulness, kindness, and bravery. Through a highly interactive, technology-enhanced, and standards-based curriculum, Ascension Upper School students are guided in developing the knowledge, skills and attitudes necessary to compete successfully in postsecondary institutions and as productive members of society.

The Upper School's core curriculum emphasizes traditional college preparatory courses. As students progress through the curriculum, they choose electives ranging from Advanced Placement and honors-level courses to courses designed to develop appreciation for the fine and performing arts. Requirements for graduation from the Ascension Upper School significantly exceed the minimum requirements set forth by Louisiana's Board of Elementary and Secondary Education. In addition to four units each of English, mathematics, science, and social studies, AES Upper School students must complete three units in one foreign language, two units each in theology and health/physical education, one unit in the fine arts, and a one-semester course in computer literacy, for a total of 24.5 units. In addition, each student must complete a minimum of 15 hours of community service each year, totaling at least 60 hours over the four years.



Students with special aptitude for mathematics and science have an excellent selection of course work from which they may choose to complete their graduation requirements. Both regular and honors level courses are offered in algebra and geometry, and Advanced Math and Honors Pre-Calculus provide more sophisticated course work for students who wish to go further in the area of mathematics. Honors courses are available for advanced students in biology, chemistry, and physics, and regular courses in physical science, biology, chemistry, and physics provide a strong basic foundation for students who do not anticipate pursuing science concentrations in college. AP courses are also available in calculus and biology.

For students whose primary interests lie in the humanities, AES offers honors courses in English I, II, and III; in addition to English IV, electives in Journalism, Shakespeare, and other areas are available for seniors. AP courses are offered in English Literature and Composition and European History. Four years of both French and Spanish, three years of theology, an elective course in ethics/philosophy, and an elective technology course in

media design are also available for students who wish to exceed the basic graduation requirements. All students are required to complete courses in world history, American history, and world geography, as well as civics/free enterprise, which will serve as a basic foundation for the new Business Institute that is scheduled to begin in the fall of 2011.

TECHNOLOGY

In order to prepare students for the challenging environment with which they will be faced as adults, Ascension is dedicated to the developmental inclusion of technology in learning, teaching, and communication. Classroom computers and labs of networked multimedia computers enable teachers to efficiently and effectively integrate computing activities into classroom curricula. Technology skills to be mastered at each grade level have been identified, and students demonstrate their proficiency through applications integrated into subject matter.

Technology instruction begins in the Preschool as children use computers under supervision in their classrooms as well as in the library computer lab, enhancing a hands-on, teacher-driven curriculum. During the academic rotation of centers in the Lower School, the Internet is used for teacher-supervised activities in mathematics, science, reading, and the arts.

At the Middle School level, students utilize technology to pursue Web design, desktop publishing, and robotics. Eighth grade students have the opportunity to take the Lafayette Parish Proficiency Exam to earn high school credit for Computer Literacy, which is required for graduation. Additional electives and self-directed studies provide more advanced opportunities in video production, digital photography, and graphic design, for Upper School students.

WORLD LANGUAGES

In keeping with the area's strong French and Acadian influence, Ascension places significant emphasis on the acquisition of French language skills. Lower School students meet weekly to study French vocabulary and culture. French classes focus on the first stages of language, learning through a variety of hands-on and physical activities. Middle and Upper School students may choose either French or Spanish as their foreign language requirement. Listening, reading, writing, and grammar are refined at this level. At the end of the eighth grade year, students take the state proficiency exam that enables students to earn high school credit for a foreign language. Upper School students are required to take three years of the same language prior to graduation.



THE ARTS

An appreciation of the fine arts is encouraged through the visual art, music, and drama curricula at all grade levels. At the Preschool level, art helps develop fine motor skills while encouraging creativity, and teachers integrate art into thematic units. At the Lower and Middle School levels, the art curriculum focuses on the principles and elements of design. Classes include experiences in the various media, as well as art history and appreciation. Music education begins in the Preschool with the development of vocal, rhythmic, and aural skills.

The goal of the Lower and Middle School music programs is for each student to be able to listen to music with understanding and discrimination. Grade level musical performances are highlighted each year, and Middle School students may choose to participate in choir. The drama program involves students in all aspects of theatre production from the selection of the play to performance night. Sixth and seventh grade students take drama on a rotational basis, with the music and drama departments combining to produce a seventh grade musical. Middle School students participate in an art, drama, music, public speaking, and choir rotation throughout the school year.



While only several years old, the Upper School continues the arts tradition of the lower divisions. All students choose from a diverse selection of fine and performing arts, including traditional painting/sketching, photography, videography, and drama. As the Upper School arts program grows, the faculty is working to expand music offerings, with arts electives such as pottery and ceramics added over the next several years.



PROJECTIONS FOR FUTURE EXPANSION

Ascension continues to pursue new directions designed to offer a broader variety of academic and extracurricular offerings for its students. Projects that are currently in the planning stages or under consideration for the coming year include the addition of a Business Institute, including specialized course work, internships, and mentoring by business professionals from the community; a pull-out enrichment program for academically gifted students in grades 1-4, with gradual expansion to the upper grades; a collaborative program to match AES athletes with student coaches from the University of Louisiana at Lafayette, and others.

ATHLETICS

Athletics are an important part of the educational program at Ascension, and the primary goal of the AES athletic program is to advance the educational philosophy of the school in the arena of developmental and competitive athletics. Ascension is committed to athletic excellence through sound instruction, maximum participation, and good sportsmanship at every stage of the school's athletic program. Through a progressive, planned sequence, male and female athletes learn the fundamentals and techniques of each sport, as well as valuable life lessons, in a structured and safe environment.



The athletic program instills perseverance, responsibility, integrity, commitment, and leadership in AES students. Each student athlete learns the importance of teamwork, team discipline, competition, and the joy of contest. The athletic programs teach positive lessons of sportsmanship, respect for one's opponent, respect for the rules, and the ability to win and lose with grace.

The athletic program is designed to assure that all athletes will learn the proper skills of their respective sports and receive the best possible coaching throughout their years of participation. While it is acknowledged that not all students are suited to four years of high school athletics, it is Ascension's hope that each Upper School athlete will want to play his or her sport until graduation.

AES teams offer a variety of competitive options to both male and female students, including opportunities in baseball, softball, basketball, cross country, football, golf, soccer, swimming, tennis, track, and volleyball. Although the school's athletic program has met with much success during its early years, the varsity sports program is still in its infancy, and the girls' varsity program is just beginning. A booster club is being formed, and school spirit is promoted from preschool through graduation.

GOVERNANCE

AES is an unincorporated ministry of the parish under the authority of the church vestry that delegates the affairs of the school to the Board of Trustees according to its bylaws. The school is self-supporting and operates with a separate budget. The Board of Trustees is a diverse group comprising 18 members, at least one-third of whom must be qualified electors of Ascension Parish. The Rector of the Church serves as a voting member of the Board. Also serving as ex-officio voting members of the Board are a member of the parish vestry, the President of the AES Parent-Teacher Association, and a Student

Advocate Representative who understands and supports Ascension Episcopal School and Episcopal education.

In 2007, Ascension adopted a five-year Strategic Plan that has been largely implemented and includes the following goals:

- Preserve and enhance the sense of community as the School grows for the benefit of students, teachers and families
- Expand opportunities for outreach and program enhancement by taking advantage of both local and global resources
- Increase student knowledge and sensitivity to diversity, while preparing students to compete in a global community
- Continue to attract and retain highly qualified faculty, staff, and administration in order to maintain the strength of the school and its commitment to excellence in education

In early 2011, Ascension completed a follow-up strategic planning session, facilitated by SAES Executive Director Connie Wootton. Attended by trustees, administrators, teachers, and parents, the session produced a variety of excellent and forward-thinking ideas for the future enhancement of the school, some of which are already being implemented for the next academic year. A drafting committee is in the process of



compiling the contributions from this session into a new three-year plan for approval and publication.

DEVELOPMENT AND ALUMNI

With its commitment to *academic excellence in a Christian environment*, Ascension Episcopal School has set high standards since its founding in 1959. Today that commitment remains strong, and the school provides an education unsurpassed in south Louisiana. The path to excellence has brought many challenges, changes and opportunities, including the need for fundraising to support further development and expansion.

In 2004, the AES Preschool moved from its original campus to a modern and attractive new facility in River Ranch, a Traditional Neighborhood Development within the city limits of Lafayette. With this move, the downtown campus began further expansion. Additional land adjacent to the campus was acquired, and a multi-purpose Activity Center was constructed. In 2005, Parker Hall was built to house the middle grades. Two capital campaigns, *Reaching New Heights* and *Parker Hall Now!* were implemented to accomplish these expansions and to establish a Teacher Endowment Fund.

The AES Upper School campus opened in 2008 with the support of *Opening New Doors*, a capital campaign designed to provide for the needed expansion and to support an increased endowment. To date, nearly \$20 million has been raised through the *Opening New Doors* campaign, which remains active and continues to attract new donors. To foster the continued growth of the school's infrastructure, the Ascension Episcopal School Endowment Fund was created in collaboration with the Community Foundation of Acadiana. Each year the Ascension PTA hosts an auction that helps to fund professional development, technology enhancement, teacher endowment, debt reduction, and/or other current needs. The 2010-11 auction raised more than \$200,000 for the benefit of the school.

Ascension's successes over the past years are testimony to the achievements of thousands of students, parents, faculty, alumni, and parishioners who, throughout the school's history, have continued to affirm the educational vision of the founders through their generosity.



LAFAYETTE AND ACADIANA

Lafayette is located in south central Louisiana and serves as a major economic center in the state. A recent issue of *Southern Business and Development* magazine named Lafayette a Top 10 place in the South for the "creative class"—citing Lafayette's risk-taking spirit and technological advantages. Lafayette enjoys a well-trained and highly educated workforce, an unmatched quality of life, and a favorable environment that has established the parish as the regional leader in manufacturing, retail, medical services, technology, education, and entrepreneurial activity.

Situated between New Orleans and Houston at the intersection of Interstate Highways 10 and 49, Lafayette is 50 miles west of Baton Rouge and 25 miles north of the Gulf of Mexico. Known as the "Hub City" of the area, Lafayette is in the heart of Acadiana—a unique cultural region named for the hardworking and fun-loving Acadians ("Cajuns") who were exiled from their homeland of Nova Scotia in the mid-18th century. Today Acadiana is a richly diverse culture with French, Native American, African, German, Spanish, and other influences. Half a million people live in the eight parishes (counties) of Acadiana. According to 2010 U. S. census data, Lafayette continues to be the fourth most populous city in the state, with a current population of 120,623—an increase of 9.4 percent over the previous decade. Lafayette Parish boasts a population of 221,578, a growth of 16.3 percent since the previous census.

Lafayette enjoys a subtropical climate with mild, comfortable winters and hot, humid summers. Acadiana offers beautiful scenery throughout the year, from the Atchafalaya

Basin to the Cypress Island Preserve's Lake Martin. The terrain includes low gentle hills and dry prairies, with intermittent bayous and marshlands teeming with wildlife. The Acadiana area has long been known as a "Sportsman's Paradise," with easy access to golfing, fishing, hunting, water-skiing, boating, hiking, biking, and bird watching, as well as canoe trips through the swamps and bayous. The area boasts 35 public recreation areas and five 18-hole golf courses, as well as one of the largest private athletic and racquet clubs in the South. A bicycle and jogging path is currently under construction as part of a major project funded by Louisiana DOTD Enhancement Grants. The 12-foot-wide trail will eventually connect downtown Lafayette with the nearby town of Breaux Bridge, extending for a distance of 33 miles.

For over 50 years, Lafayette has been an important area for oil and gas development. The business arena has diversified to include technology, manufacturing, and medical fields, and Acadiana's top ten businesses bring in almost a billion dollars annually. A national center for manufacturing robotics, the city conducts extensive technology research for AT&T's Bell Labs and MIT.



In recent years, Lafayette has become a center for tourism, with hospitality--the second largest industry--helping to stabilize a local economy once dominated by petroleum. The employment base of Lafayette Parish is heavily professional, creating one of the more affluent population bases in the state. Lafayette houses five major medical centers as well as numerous regional, local, and specialty hospitals and clinics, offering robotic surgery and other state-of-the-art technologies.



The University of Louisiana at Lafayette (UL Lafayette), the second-largest university in the state with an average enrollment of over 16,000 undergraduate and graduate students, is a significant contributor to the region's economy. The University offers 78 bachelor's degrees through eight academic colleges, as well as 26 master's degrees, nine doctoral degrees, and three non-degree programs. UL Lafayette is nationally recognized for its advanced technology and serves as a major research center

for the area. The Louisiana Immersive Technologies Enterprise (LITE) Center, a high-performance computing resource facility, offers economic development services to business and industry, and the Center for Louisiana Inland Water Studies conducts research on coastal wetland restoration and hydrologic engineering. Professional researchers with the Cecil J. Picard Center for Child Development and Lifelong Learning,



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scheduled for completion in the summer of 2011, will focus on early childhood, K-12 education, school-based health, poverty's effects on families, and lifelong learning.

The city also offers several community and technical colleges, as well as institutions providing specialized post-secondary training, and the Lafayette Parish Gifted Program is recognized as one of the most progressive programs in the state for training future leaders.



LOCAL CULTURE AND QUALITY OF LIFE

The Acadiana region's legendary *joie de vivre* and Cajun and Creole culture are known around the globe, creating a unique environment for work and play. Acadiana is well known for its year-round festivals that promote the history, culture, and industries of the area, and nationally-known performers provide a wide variety of cultural opportunities for area residents.

Lafayette is considered one of the safest places in the country to live and has an enviably low cost of living. Acadiana is known for its welcoming, entrepreneurial spirit and a unique culture that values family, faith, and friends. The area is recognized within and outside of Louisiana as a "land apart" from the remainder of the state and the South. The diverse cultural, economic, historical and ethnic backgrounds, residents' attitudes, and acceptance of lifestyles other than their own makes Lafayette more cosmopolitan than other more traditional southern cities.

Lafayette offers several unique cultural centers that portray the story of Acadian life through exhibits, films, craft demonstrations, music, and authentic village structures. A national historical park and two living history villages offer glimpses into the rich history of the area, and numerous museums and galleries provide public access to the visual and performing arts.



The Acadiana Symphony Orchestra (ASO) and the Performing Arts Society of Acadiana (PASA) bring a variety of musical styles to the area, and the ASO sponsors a conservatory with educational opportunities in visual and performing arts. The Council for Development of French in Louisiana (CODOFIL), an organization created in 1968 by the Louisiana Legislature, is dedicated to preserving the French and Acadian language and culture for the benefit of the state, and CODOFIL has been instrumental in bringing foreign language immersion programs to several Lafayette Parish schools. The Lafayette Science Museum and Planetarium offers permanent and rotating exhibits and educational programs, and a Children's Museum provides exciting educational experiences for area youth.



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Lafayette is home to Cajun and Creole cuisine, excellent shopping, and a landscape of meandering bayous amid moss-draped oaks. Reflecting a blend of German, Spanish, Scottish, Irish, Anglo-American, American Indian, African-Caribbean, Western French and French-Acadian cultures, Cajun and Zydeco music are an important part of the heritage. The Cajundome complex accommodates college basketball and nationally recognized entertainers, and the Cajundome Convention Center, completed in 2002, contains 100,000 square feet of modern meeting and exhibition space. The Heymann Center for the Performing Arts hosts national Broadway touring groups, local cultural events, classical concerts, and other stage productions.

Prior to the 2008 opening of the Sugar Mill Pond campus, no new high school had been built in Acadiana in over 25 years. The population has grown significantly with a disproportionate base locating in south Lafayette Parish. It is the hope of the administration that the new Upper School will become one of the broader community's major centers for concerts, plays, and art shows. The spirit of the Acadiana region will be boosted by the athletic teams, the band and the involvement of the students and faculty in various civic and volunteer projects. The Ascension expansion is changing the educational landscape and improving the quality of life in the community.

THE OPPORTUNITY

The Head of School is the chief executive officer of the School, reporting to the Board of Trustees. He/she executes the mission of the School and carries out the policies determined in conjunction with the Board. The Head of School's responsibilities include oversight of all academic, extracurricular, enrollment, and personnel matters, as well as management of the school budget, external relations, and fundraising. The new Head will be expected to be the inspirational leader of the School, broadly informed about academic matters, committed to excellence, and possessing both a moral and educational vision to take the School forward in the 21st century. The successful candidate must enthusiastically support the mission statement of the Ascension Episcopal School.

SPECIAL STRENGTHS OF ASCENSION EPISCOPAL SCHOOL

ACADEMIC STANDARDS AND ENVIRONMENT

- High academic standards, commitment to academic excellence
- Nationally accredited by Episcopal and independent school associations
- Small class sizes, low student-teacher ratio
- Highly qualified, dedicated faculty
- Creative, innovative teaching
- Individualized program in which students of varied abilities can
- succeed and grow



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- Well-rounded program with strong extracurricular activities
- Joyful place with happy students who display a love of learning
- Relaxed, welcoming atmosphere

CHRISTIAN ENVIRONMENT

- Daily chapel
- Religious instruction
- Nurturing environment, personal attention to students
- Episcopal traditions of honor, understanding, and respect for others
- Committed ministry of the Episcopal Church of the Ascension

COMMUNITY AND FAMILY ORIENTATION

- Family atmosphere, close community
- Responsiveness of faculty/staff to parents
- Active parent involvement and support
- Strong financial base/affluent families
- Respected in the community for over 50 years of academic excellence
- Family-oriented community with unique culture, high level of education, and quality of life supported by a strong emphasis on the arts

FACILITIES AND RESOURCES

- Three attractive campuses located in safe environments
- State-of-the-art physical facilities and technology
- Access to community resources
- Strong foundation/infrastructure in place, with plans for future expansion
- Financial strength
- Board of Trustees with strong commitment to supporting the school

CHALLENGES FOR THE NEXT HEAD OF SCHOOL

- Fundraising to complete the Upper School complex and retain momentum
- Rebuilding trust/earning respect among faculty, parents
- Increasing enrollment as Upper School continues to develop
- Increasing the rigor of the academic program
- Fiscal management, addressing substantial debt
- Retaining students to move from Middle School into Upper School and offering competitive programs to attract new, capable students
- Recruiting, retaining, and leading quality faculty, ensuring competitive compensation
- Balancing the needs and wishes of diverse families

- Maintaining affordability with rising tuition needs in difficult economic times
- Maintaining close ties/effective working relationship between Church and School
- Developing clear, distinct philosophy/identity
- Keeping a Christian focus
- Maintaining quality across all divisions
- Establishing and maintaining collaborative leadership
- Uniting three separate and diverse campuses and four divisions as one coordinated school

QUALITIES DESIRED IN THE NEXT HEAD OF SCHOOL

PROFESSIONAL QUALIFICATIONS

- Master's degree or higher, preferably with specialized training in educational leadership
- Classroom teaching experience
- 3-5 years of experience in PK-12 school administration
- Demonstrated ability to lead collaboratively and delegate authority
- Proven ability in hiring, management, and evaluation of qualified personnel
- Successful experience with fundraising and financial management
- Ability to use technology and infuse current techniques into the academic program

CHRISTIAN COMMITMENT

- High ethical and moral standards, providing a role model for students, faculty, and staff
- Dedication to Episcopal education that reflects the School's orthodox Anglican heritage
- Effective relationship with Ascension Parish and the community
- Dedication to fostering the mission of the school and its role in the parish church
- Willingness to become and remain an active participant in the worship and life of Ascension Parish

PERSONAL/PROFESSIONAL QUALITIES

- Articulate communicator with effective verbal, written, and interpersonal communication skills
- Respect for all constituents; accessibility and ability to work well with a diverse population
- Visionary, innovative, creative thinker
- Engaging, friendly personality; confident, outgoing, positive attitude
- Task commitment

- Good listener, inclusive of others; good rapport with faculty, students, and parents
- Passion for educational excellence; genuine concern for and love of children
- Effective problem solving, conflict resolution, and decision making skills; courage in the face of adversity
- Ability to plan strategically and achieve goals
- Expertise in curricular/academic leadership
- Adherence to high academic standards
- Academic and emotional intelligence
- Understanding of issues that students face today
- Fairness and objectivity in dealing with faculty, staff, and students; good team builder
- Faculty advocate/mentor who inspires and respects teachers
- Visible involvement in the life of the school

COMPENSATION

Compensation package will be commensurate with experience and competitive with the regional independent school market.

TO APPLY:

Interested and qualified candidates should submit the following materials electronically in a single document:

- *cover letter expressing interest in the Ascension Episcopal School position*
- *current résumé*
- *statement of educational philosophy and practice*
- *list of 5 references with name, phone numbers, email address, and work relationship of each*

Send all materials to:

Dr. Thomas Redmon
Senior Search Associate
CARNEY, SANDOE & ASSOCIATES
44 Bromfield Street, Boston, MA 02108
tom.redmon@carneysandoe.com
<http://www.carney.sandoe.com>
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