



Director of Admissions  
Leadership Opportunity  
July 2010

# BRECK SCHOOL



Carney, Sandoe & Associates  
▼ [www.carneysandoe.com](http://www.carneysandoe.com) • *The Search Group*

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Minneapolis, MN  
1,200 students  
Preschool – Grade 12  
[www.breckschool.org](http://www.breckschool.org)

## THE SCHOOL

Breck School is an Episcopal, college-preparatory day school in Minneapolis enrolling nearly 1,200 students of diverse backgrounds in preschool through grade 12. Established in 1886 under the auspices of the Episcopal Church, Breck is among the oldest independent schools in the Upper Midwest. The School offers a rigorous liberal arts education enriched by purposeful attention to



the development of spiritual and moral values. The student body includes a broad representation of diversity drawn from 70 communities throughout the Minneapolis–St. Paul region. Breck’s outstanding college preparatory curriculum, excellence in the arts and athletics, and exceptional service program have earned it a regional and growing national reputation for excellence.

### Mission

Breck is an Episcopal, coeducational, college-preparatory day school enrolling students of diverse backgrounds in preschool through grade twelve.

Breck’s Mission is to:

- Prepare each student for a college whose culture is compatible with the individual’s needs, interests and abilities.
- Help develop each student’s unique talents and potential to excel by nurturing independence and self-worth.
- Instill in each student a deep sense of social responsibility.

### Values

Breck School believes in a strong system of values under which the school operates:

- That each student is unique and has special talents and capabilities.
- That each student’s potential is best realized by a challenging academic program and appropriate support.
- That each student’s intellectual growth is enhanced by the acquisition of knowledge, analytical and language skills, the development of creative and critical thinking, and the cultivation of artistic appreciation and expression.
- That the student’s physical and emotional growth are important in the development and pursuit of potential.
- That each student’s life is enriched in a diverse community where differences among people are recognized and appreciated.
- That each student should develop spiritual and ethical values and his or her relationship with God.
- That each student should accept responsibility for the common good and develop a desire to contribute to those in need.



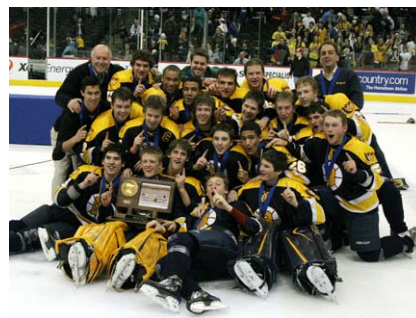
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Breck's 53-acre campus is located in Golden Valley just west of downtown Minneapolis. The entire school shares one 360,000 square foot building that supports the mission by enabling interactions among students of various ages. Facilities include inviting classroom and lab space, a secure wireless network, performing arts wing, visual arts studios, indoor and outdoor athletic facilities, natural wildlife ponds and the Chapel of the Holy Spirit, which is Breck's architectural and spiritual center.



Breck's academic program is firmly rooted in the mission statement, blending traditional and progressive elements to create a liberal arts curriculum that is challenging, meaningful and engaging. A detailed [curriculum chart](#) for all grades is available online. A wide range of co-curricular opportunities enhances the Breck experience, with its emphasis on character development and a social consciousness.

Unique programs include a nationally recognized Chinese language program beginning in kindergarten and continuing through grade 12, culminating in a two-week China trip after

### *Breck at a Glance*

Grades: Preschool through Grade 12

Total Enrollment: 1,200

Faculty: 150

Faculty with advanced degree: 61%

Student-Teacher ratio: 11:1

Tuition & Fees 2009-10: \$15,470 - \$22,875

Financial Aid: \$4.3 million

Students receiving need-based aid: 18.6 %

Operating budget: \$33.6 million

Indebtedness: \$7 million

Endowment: \$40 million

Annual Giving 2008-09 \$1.7 million

Capital giving 2008-09 \$ 2.66 million

Parents contributing: 80%

432 students applied for 125 places

66% of students accepted offer of admission

Students of color: 29%

Faculty of color: 13.4%

Chinese V or VI. Many Breck graduates pursue advanced study in Chinese and careers overseas. A pioneer in fully integrating service learning into the curriculum, Breck's service learning program takes a three-tiered approach, including weekly service days at over 30 sites throughout the Twin Cities, 20 hours of service to the school, and 80 hours of the more intensive May program service during junior and senior years. Breck's service program seeks to reduce self-centeredness, develop the ability to see the world from someone else's viewpoint, experience spiritual and ethical values in action and encourage students to recognize the interdependence of all people.

Breck students earn recognition and win awards at state and national competitions in science and engineering, Chinese, French, Spanish, and history. In 2009, the Scholars of Distinction program, sponsored by the Minnesota Department of Education, recognized the most outstanding scholarship in the state in applied geography, mathematics and science with awards



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for 26 scholars, 15 of whom were from Breck. The class of 2009 qualified for \$3.4 million in both merit and need-based scholarships from colleges and universities.

Breck School offers 27 athletic programs with over 70 boys and girls teams. In 2008-09, nearly 86% of Middle School students and 81% of Upper School students participated in at least one sport, and many teams played in the post season. In 2008, Breck boys teams won the Minnesota state championships for hockey, swimming, and tennis. The girls ice hockey team placed second in 2009.

Breck's faculty and staff are lifelong learners who distinguish themselves with their skill, integrity, diversity and genuine love of children, teaching and learning. Their expertise in the disciplines and knowledge of pedagogy creates long-lasting student-teacher relationships. Collegiality among teachers is strong as well, both across and within divisions. Breck attracts and retains notable teachers, providing outstanding professional development opportunities including two year-long sabbaticals each school year, grants for summer travel and study, grants for mid-year visits to other schools, a Master Teacher program with financial incentives for exceptional teachers to continue teaching, and an endowed Faculty Chair program providing grants for teachers to pursue a project of their choice.

#### **GUIDING PRINCIPLES**

Breck's culture is one of continual investigation of the school's purpose and effectiveness. The current strategic plan includes seven guiding principles:

- Enhancing Breck's strong sense of community by honoring and preserving a welcoming, inclusive and academically excellent school
- Providing a comprehensive and rigorous academic curriculum balanced with opportunities in athletics, the arts and other co-curricular activities
- Attracting and retaining accomplished faculty who are dedicated to the mission of the school
- Expanding and improving facilities to assure the best possible environment for dynamic teaching and learning
- Implementing marketing strategies that support enrollment, financial and educational goals
- Strengthening the culture of philanthropy and generosity
- Maintaining strong leadership of exceptional trustees



## MINNEAPOLIS

The Twin Cities of Minneapolis and St. Paul lie just north of the confluence of the Minnesota and Mississippi Rivers in southern Minnesota. The population of 3.2 million is one of the most well-educated of any metropolitan area in the country and the 2007 median income was \$54,023, 11.5% above the national average. The economy is based in commerce, finance, rail and trucking services, health care, and industry. Eighteen Fortune



500 companies are located in the Twin Cities area, including UnitedHealth Group, Target, Best Buy, 3M, U.S. Bancorp, and The Travelers Companies. The area is small enough to navigate easily with manageable driving distances and an average commute of 20 minutes. Hennepin County is the wealthiest county in Minnesota and one of the 100 highest-income counties in the country. The median sale price of a home in Ramsey county in 2007 was \$199,878 and in

Hennepin County \$235,730. Due to the high quality of life, *Kiplinger's Personal Finance* named the Twin Cities the second best place to live in the country. For more about the Twin Cities, see <http://www.mspmoretolife.com/>.

## THE POSITION OF DIRECTOR OF ADMISSIONS

The Director of Admissions is responsible for managing the preschool through grade 12 admissions process in a manner that is reflective of the mission and values of Breck School.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

- Lead families through the admissions process from recruitment to matriculation
- Recruit actively for students in preschool through grade 12
- Manage re-enrollment process
- Supervise Admissions Team
- Oversee the testing of all applicants
- Promote proactively and continually the school to all current students and parents
- Maintain comprehensive admission statistics and keep the Head of School well informed
- Report annually to the Board of Trustees
- Plan all admissions events and activities
- Organize and chair the Admission Committees
- Recommend students for admission to the Head of School
- Recommend admission policies to the Head of School
- Serve as point person when families are considering withdrawing from the school

- Supervise the Director of Financial Aid and oversee the operation of the Financial Aid Office
- Serve on the Financial Aid committee
- Work with the Marketing Committee to promote and project the image of Breck regarding recruitment and retention
- Interface with all aspects of marketing for the school including publications and website in coordination with the Director of Communications
- Work with parents, faculty and alumni to engage their active support in recruitment and retention
- Undertake special recruitment events with selected groups such as Native Americans

#### **OPPORTUNITIES AND CHALLENGES FOR THE NEXT DIRECTOR OF ADMISSIONS**

Breck has built an excellent regional and national reputation among independent schools, and it is highly regarded for its long tradition of serving a diverse student population, educating students by building on their individual strengths, and creating a supportive and engaged community of students, teachers, parents, grandparents and alumni. However, the market for schools in the Twin Cities is increasingly competitive, and it will be an ongoing challenge to recruit and enroll the area's most talented mission-appropriate students. Some preliminary branding work has been undertaken, and it will be the responsibility of the new Director of Admissions, together with the new Director of Advancement, to take this work to the next level and develop strategies for achieving Breck's enrollment goals.



## How to Apply

Candidates should submit, electronically:

- a cover letter expressing interest;
- a current resume;
- a statement of advancement philosophy;
- and the names, email addresses, and phone numbers of four references to:

**Thomas A. Plihcik**  
*Senior Search Associate*  
*Carney, Sandoe & Associates*  
[tom.plihcik@carneysandoe.com](mailto:tom.plihcik@carneysandoe.com),  
<http://www.carney.sandoe.com>



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