



## ASHLEY HALL

Charleston, South Carolina

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### ASSISTANT HEAD OF SCHOOL FOR TEACHING AND LEARNING

Start Date: July 2022

[ashleyhall.org](http://ashleyhall.org)



Carney  
Sandoe  
& ASSOCIATES



# ASHLEY HALL

FOUNDED 1909

## MISSION

To produce educated women who are independent, ethically responsible, and prepared to meet the challenges of society with confidence.

## HALLMARKS

To be compassionate, intelligent, worldly, creative, collaborative, purposeful, and discerning.

## OVERVIEW

As the only all-girls' independent school in South Carolina, Ashley Hall provides a dynamic education, preparing students to become strong, confident leaders for the future generations. The School serves girls kindergarten-grade 12 (co-ed 2 years-5 years), with a small residential boarding program for grades 9-12. Since its founding in 1909, Ashley Hall has empowered young women to think critically, act ethically, and embrace challenges and adversity with confidence.

Today, Ashley Hall is still grounded in its mission and takes pride in preparing young women to advance as leaders in a global society by focusing on core values referred to as the school's "Hallmarks": to be compassionate, intelligent, worldly, creative, collaborative, purposeful and discerning. These qualities guide the Ashley Hall community and are part of the cultural competency that is needed to build a strong foundation for a better future.

Ashley Hall is seeking an Assistant Head of School for Teaching and Learning to begin the role in July 2022. The Assistant Head will partner with the Head of School to ensure that the school's educational programs, policies, and practices are interconnected and aligned with its mission and values. The individual in this role will partner with academic departments to develop curriculum and programs that serve the school and support faculty, staff, and administrators in their continued growth. Importantly, the Assistant Head for Teaching and Learning will play a critical role in the anticipated adoption of the International Baccalaureate programs (PYP, MYP, Diploma).



## FAST FACTS

- Founded: 1909
- Total students: 684
- Students of color: 14%
- Total faculty: 88
- Faculty with advanced degrees: 85%
- Student/teacher ratio: 15:1
- Financial aid awarded (2021): \$2M
- Students receiving aid: 26%
- Endowment: \$17.5M



## SCHOOL HISTORY

With unwavering determination, founder Mary Vardrine McBee embarked on a mission to educate girls to be independent, ethically responsible women prepared to meet the challenges of society with confidence. She purchased the estate of Charles Otto Witte for \$25,000 to become a girls' college preparatory school and on October 4, 1909, Miss McBee turned her dream into a reality as Ashley Hall opened its doors with 14 boarders and 30 day students.

As a role model for the change she wished to see in the world, Miss McBee dedicated her life to serving others. She fostered growth in each student to find her voice and to use that voice to impact the community for the better. From its early years, Ashley Hall has assumed a prominent place in the life of the Charleston community, and Miss McBee's example of civic engagement continues to inspire the vivacious and inquisitive girls who attend. After 40 years as headmistress, Miss McBee retired in 1949.

For over a century, Ashley Hall has established its place within history by empowering girls to use their voices for good. The School is rich with worthy traditions and forward-thinking innovations, and Ashley Hall endures and thrives because its values are timeless.



## THE SCHOOL

Located in heart of downtown Charleston, South Carolina the historic, urban campus of Ashley Hall is a culturally diverse environment where students come together to learn through collaboration, discussion, and individualized attention. For more than 110 years Ashley Hall has been committed to the same mission: to produce educated women who are independent, ethically responsible, and prepared to meet the challenges of society with confidence. That mission is rooted centrally in everything students experience during their time at Ashley Hall and through every phase of their development.

Through its unique and transformative education philosophy, *"The Learning Spiral,"* students at Ashley Hall gain knowledge and hands-on learning experiences through an integrated curriculum, allowing each individual to learn by incremental repetitions, in a highly individualized environment. The philosophy embodies a dedication to mind and body and is practiced in all academic disciplines as well as the students' social and emotional wellness. The passionate and dedicated faculty at Ashley Hall focus on educating the whole child and preparing young women to find their voices, explore their unique talents and dreams, and excel in a rapidly changing world.





Ashley Hall girls are unique. They bring their own skills, interests, and ambitions to a welcoming campus environment that celebrates diversity and cultivates a community that embodies respect, belonging, and engagement. Students, faculty, and staff embrace experiences which foster connections and deep reflection. The School believes that a variety of perspectives can contribute to purposeful campus discourse and that diversity is essential to achieving educational and academic excellence. In 2021, for the second year in a row, a group of Upper School students and faculty members joined fourteen other independent schools across the southeast at the Lowcountry Student Diversity Conference, an initiative to bring students together for leadership training, professional development, and networking. The opportunity to explore complicated topics with a diverse community has been immeasurably important.

The School enjoys tremendous support and participation from an active and engaged network of alumnae, many of whom serve on the Alumnae Association Board. The alumnae of Ashley Hall embody Miss McBee's vision and continue to impact communities through volunteer service, professional advancement, and outstanding work in the arts and sciences. Ashley Hall also benefits from a committed Board of Trustees composed of established leaders in education, business, and community service. The Board works to ensure that Ashley Hall continues to flourish and exercises its counsel and energies to plan for the School's immediate and long-range stability. Ashley Hall recognizes that the School's families play an important part in the success of the community and recently launched a newly designed Family Partnership Program, extending opportunities to engage with the School and other families through exciting collaborative efforts.

Ashley Hall is accredited by the Southern Association of Independent Schools.





## ACADEMICS

Ashley Hall faculty are committed to serving the intellectual, emotional, and physical needs of each student throughout every phase of her development. Ashley Hall's educational philosophy is known as "The Learning Spiral," which recognizes that childhood development and learning are not linear but recursive, and that children learn by incremental repetition. Students progress from Ross Early Education (co-ed 2 years-4 years) through the Lower School, Intermediate Program, Nautilus Program, and Upper School at a pace that fosters deep understanding of content and advancement of applied skills.

### **Ross Early Education Center (Boys and Girls Ages 2-4)**

The Early Education Center (EEC) at Ashley Hall is the only one of its kind in the Charleston area. Inspired by the practices of early education professionals in the Italian city of Reggio-Emilia, the Early Education Center has adopted similar approaches to create what is called emergent curriculum: instructors collaborate with their students to design projects or investigations based on the students' expressed interest. In this way, children's innate curiosity becomes the engine of learning, and students champion their own education, resulting in more confident, independent, and capable learners. Teachers encourage hands-on participation in environments that promote individualized learning. Children enrolled in the EEC participate in daily French and art classes in addition to weekly swim lessons.





### **The Lower School (Kindergarten – Grade 4)**

In the Lower School, students begin the transition from Reggio-Emilia-inspired instruction into a more modified approach. Academic standards are integrated into student-directed projects. Class projects, designed and developed by students, provide for collaborations, allowing each individual student to realize her own discoveries and gain confidence. Students benefit from a dedicated science laboratory with weekly hands-on instruction and a Lego team which challenges students by having them build Lego-based robots that are coded to complete specific tasks. Every kindergartener takes violin or cello, and all students have the opportunity to participate in a variety of music lessons including strings, piano, and guitar. Lower School teachers employ the University of Chicago’s Everyday Math curriculum and Teachers College Units of Study for Writers’ Workshop. Students in the Lower School continue their language learning with French classes several times each week.

### **The Intermediate Program (Grades 5 and 6)**

During their time in the Intermediate Program, students experience thoughtful programming designed to account for the crucial physical, emotional, and intellectual development girls experience between ages ten and twelve. During these transformative years, students develop the study skills they will need for Upper School. Students participate in an arts rotation, formal speech classes, and STEAM classes which include a partnership with the Lowcountry Maritime Society. This approach includes introducing students to basic robotics and coding, while encouraging them to see more clearly the various ways in which these different disciplines overlap and interact in surprising ways. This is also the time where students begin to engage in the School’s formal athletic program in sports such as volleyball, basketball, cross country, swimming, and tennis.



### **Nautilus Program (Grades 7 and 8)**

Students in grades 7 and 8 participate in the Nautilus Program, which allows them to enhance their traditional curriculum with additional programming in all areas of learning, including STEM, the arts, leadership education, teambuilding, and global studies. The Nautilus Program includes initiatives that foster a creative, collaborative, and student-driven experience. Students in the Nautilus Program are committed to upholding the following three tenets: being an engaged learner; being a conscientious student; and being a good steward of her environment. Girls in the Nautilus Program participate in a variety of off-campus hands-on learning experiences including an overnight trip to Camp High Rocks, a visit to the Kennedy Space Museum, and a Charleston Harbor sailing expedition.

### **The Upper School (Grades 9-12)**

The Upper School prepares students to enter the world as global citizens. Studies in science remain prevalent as students benefit from partnerships with the Medical University of South Carolina, working closely with leading researchers in various fields of medicine. An abundance of fine arts programs are available to students, including the school's renowned Red Choir, Chamber Choir, and Orchestra. Students gain more opportunities for critical thinking and hands-on learning through interdisciplinary studies such as those required by the Junior Internship, Oral Defense Project (ODP), Senior Thesis, and Senior Project. Each of these activities includes a public presentation at which students demonstrate their command of multiple disciplines as they pertain to a single essential question, thereby demonstrating their acquired authority in those fields of study.





## COLLEGE MATRICULATION

The 46 members of the class of 2021 were accepted by 83 different colleges and universities, including some of the most prestigious institutions in this country and abroad, garnering \$2 million in merit scholarships. Matriculations of Ashley Hall students include the following colleges and universities, among many others:

The University of Alabama  
Arizona State University  
Auburn University  
University of California - Berkeley  
University of California - Santa Barbara  
College of Charleston  
Clemson University  
Dartmouth College  
Emory University  
Flagler College  
Florida State University  
Furman University  
Georgetown University  
Georgia Institute of Technology  
University of Georgia  
Johns Hopkins University  
Louisiana State University  
New York University  
The University of North Carolina -  
Chapel Hill  
Ohio State University  
University of Portland  
Purdue University  
University of Rochester  
Santa Clara University  
Savannah College of Art  
and Design  
Seattle University  
Southern Methodist University  
Syracuse University  
Tulane University  
University of South Carolina  
University of Tennessee  
Texas Christian University  
University of Virginia  
Wake Forest University  
Wofford College

In addition to the traditional curriculum, Upper School students are offered opportunities to expand their minds in a wide array of programs including an offshore leadership program, international travel opportunities, and community partnerships. From conducting research and supporting philanthropic causes to participating in internships and special programs (including the Summer Neuroscience Institute) students create close ties to the local community.

The school's college counselor engages actively with students throughout grades 9-12, preparing them for the formal college application process. Through a highly personalized process, the college counselor helps each young woman identify her best fit college.





## THE ARTS

Creativity is a hallmark of the Ashley Hall girl and one that inspires and fuels her spirit. The comprehensive arts program at the School includes visual arts, dance, chorus, drama, and music and provides students with a firm foundation of artistic skills, nurturing students' talents from a young age. In the Visual Arts program students explore a wide range of art production, process, and media exploration through drawing and both two-dimensional and three-dimensional design.

The Performing Arts program at Ashley Hall provides students with the fundamentals and technique necessary to excel in theater, music, and dance. Through intense study, students learn an appreciation for the arts and are encouraged to explore their creativity in a nurturing environment. Many students participate in Red Choir as well as one of Ashley Hall's most sacred traditions, the Christmas Play, first presented under the school's founder, Miss McBee. Students in the performing arts can expand their creativity beyond Ashley Hall's walls through multiple offerings including the school's Residence Series, which offers students the unique opportunity to work side-by-side with some of the world's leading musicians and in partnership with the Carolina Community Arts Academy.





## ATHLETICS

Ashley Hall's athletic program boosts character, motivates students to dig deep within themselves, and nurtures healthy habits. The program is designed to complement physical education and wellness curricula that emphasize lifelong fitness. Beginning in the Lower School, students participate in competitive intramural team sports, from archery to volleyball, which provides girls at all levels of ability the opportunity to enjoy the spirit of cooperative play, which translates readily to collaboration in the classroom and beyond. There is robust athletic team involvement from grades 6-12, with nearly 85% of students participating in a junior varsity or varsity sport across three seasons. Many Ashley Hall teams have finished as conference champions, and individual students have gone on to pursue athletics in college. Three students in the 36-member Class of 2022 have signed letters of intent to pursue their sport at Division I colleges and universities.

Located on 11 acres, the Ashley Hall Sports Complex is home field for all soccer and lacrosse teams. Interscholastic teams include basketball, swimming, archery, cross country, equestrian, golf, lacrosse, sailing, soccer, volleyball, tennis, and track.





## SCHOOL LIFE

Beyond the classroom, students benefit from a robust offering of extracurricular activities that allow each girl to pursue her passions. Students also have the option to create new groups inspired by their interests. The Big Sister-Little Sister program builds relationships among different grade levels, and the Society of International Sisters (SIS) promotes integration and friendship between international students and the community.

Ashley Hall students from around the globe become members of a warm and safe environment once they step through the gates and are introduced to enlightening cultural and historical experiences that spark curiosity and development. For students grade 9-11 (domestic) and grades 7 through 11 (international), Ashley Hall offers boarding options that help prepare young women for increased independence and responsibility. Because Ashley Hall is located on the peninsula of historic and beautiful Charleston, students are within walking distance of numerous historical sites, downtown businesses, and nonprofits. Students build meaningful and lasting partnerships within the community through community action initiatives with local institutions including Medical University of South Carolina, the South Carolina Aquarium, the Gibbes Museum of Art, the College of Charleston, the Lowcountry Maritime Society, the American College of the Building Arts, and the Ronald McDonald House, among others.

With an ideal location on the edge of the Atlantic Ocean, students take their learnings from the classroom to the outdoors. Lowcountry coastal landscape offers an abundance of maritime forests, marshes, beaches, and rivers primed for exploration with purpose. From the Early Education Center to the Upper School, Ashley Hall students take full advantage of Charleston's maritime connections.





Cultural experiences expand beyond the historic city of Charleston. The Elizabeth Rivers Levine '54 House for Global Studies was dedicated in 2016 and is the hub for Ashley Hall's signature global studies programming. The House also serves as the residential home for Ashley Hall's boarding students and their resident advisors. Founded and directed by Head of School Jill Muti and her husband Lorenzo Muti, the Spoleto Summer Study Abroad Program makes available to Ashley Hall students in grades 9-12 the chance to spend a month in Spoleto, Italy, pursuing course work in the arts and humanities while exploring sites in Florence, Rome, Urbino, and elsewhere.

Ashley Hall is proud to be a Signature School for Spoleto Study Abroad, a non-profit educational organization founded and directed by Head of School Jill Muti and her husband Lorenzo. Through this partnership, Ashley Hall students have the opportunity for intensive study abroad in Italy during the school year or as part of its rich arts and humanities summer program. *Worldly* is one of Ashley Hall's seven Hallmarks, the habits of mind that personify an Ashley Hall girl. Student travel opportunities, both international and domestic, are transformative, perspective-changing experiences that allow girls to gain an awareness and understanding of cultures and issues beyond campus.

## CAMPUS

Ashley Hall's beautiful campus spans over 12 acres of oak-canopied grounds and is located in historic Charleston, South Carolina, a city named the number one travel destination in the U.S. by *Condé Nast Traveler* for ten years in a row and *Travel + Leisure's* best city in the U.S. for eight consecutive years. Students are immersed in a rich culture of history through architectural buildings that have been renovated to support technology and innovation of the 21st century, while maintaining their historic charm. *Architectural Digest* has designated Ashley Hall as South Carolina's most beautiful private school. In 1974, the McBee House, where the original school was housed, was recognized by the National Registry of Historic Buildings.





## CHARLESTON, SOUTH CAROLINA

Known as one of the friendliest cities in America, Charleston, South Carolina is a historical haven with an eclectic mix of old world with new amenities. As the oldest city in South Carolina, with significant historical sites representing the rich cultural diversity of the Lowcountry, the nearly 350-year-old city is the cultural capital of South Carolina. With a population of approximately 140,000 residents, Charleston offers a small town feel with big city amenities including world-class restaurants, beautiful parks, and luxury golf courses. From its rich history and culture to a thriving arts scene and water activities, Charleston has something for everyone.

Located on an Atlantic peninsula with mild, year-round weather, Charleston offers abundant opportunities for outdoor recreation. There are three beaches within a 20-minute drive of downtown, offering water activities with boat rentals and plentiful green space for biking, hiking, and horseback riding. With a thriving economy, the city's largest industries include the medical field, military, and the ports. (Charleston harbor ranks as the fourth-largest port in the entire U.S.) Companies like Boeing and Volvo add thousands of additional jobs to the region.





## OPPORTUNITIES AND CHALLENGES

The Assistant Head of School for Teaching and Learning will work collaboratively with all constituents of the School to deliver the School's mission to prepare educated women who are independent, ethically responsible, and prepared to meet the challenges of society with confidence.

In collaboration with the Head of School, Division Directors, and other senior administrators, the Assistant Head of School for Teaching and Learning will shape the day-to-day implementation of the School's curricular design and strategic initiatives.

The Assistant Head of School for Teaching and Learning will face challenges and opportunities including:

- Carefully balancing over a century of history and tradition with a commitment to evolving best practices and openness to new ideas.
- Leading the anticipated adoption and integration of the International Baccalaureate Programs (PYP, MYP, Diploma) over the next several years, managing the process and supporting faculty as they transition to IB as the natural extension of Ashley Hall's emphasis on global learning and global citizenship.
- Effectively communicating the value of the academic program to internal and external audiences, including current and prospective parents.
- Working in close partnership with other members of the senior leadership team to support faculty professional growth in furthering a culture of belonging through curriculum and pedagogy.
- Enhancing curricular and co-curricular global programming and STEAM initiatives in support of the School's mission and anticipated transition to International Baccalaureate.
- Retaining (and, as necessary, recruiting) an exceptional faculty and staff and delegating effectively in order to make full use of their talents.





## Core Responsibilities

The Assistant Head for Teaching and Learning plays a central role in the School's leadership and daily administration. Reporting to the Head of School, the Assistant Head's core responsibilities include:

- Designing systems, processes, and structures to support the Preschool-12 curriculum (Learning Spiral) and ensuring that teaching and learning methodologies and practices are cohesive across divisions and align with the School's mission and values, strategic initiatives, and current best practices in teaching and learning.
- Evaluating curricular materials and pedagogical practices to ensure adherence to best practices for diversity, equity, and inclusion.
- Providing leadership, support, and guidance to the Early Education, Lower School, Intermediate School, Nautilus Program, and Upper School Directors, team leaders, and department heads as they administer the curricular and co-curricular programs and personnel in their divisions.
- Helping to convey and support the School's vision, mission, and strategic plan to both internal and external audiences.
- Developing and administering faculty professional development, including individual, school-wide, and milestone experiences.
- Supporting faculty in the adoption of innovative pedagogies that will further student learning.
- Developing, administering, and evaluating signature programming (student curricular travel, global programs, interdisciplinary programs, leadership programs) and turning shared visions into realities to improve the student experience and enhance the School's internal and external identities.
- Supervising individuals and departments that may include: IB divisional coordinators, global studies coordinators, department chairs and team leaders, and auxiliary academic programming.
- In partnership with the Division Directors and Human Resources, recruiting, hiring, onboarding, and developing faculty.





## DESIRED QUALITIES AND QUALIFICATIONS

The most competitive candidates will offer most or all of the following qualifications and qualities:

### Professional Qualifications

- Understanding of developmentally appropriate curriculum and pedagogy, age 2 through grade 12.
- Experience adopting and /or implementing the International Baccalaureate program.
- Experience leading and managing adults in a complex organization.
- Personal and professional commitment to diversity, equity, inclusion, and belonging (DEIB) and the requisite skillfulness to support student and faculty growth in this area and to facilitate critical conversations in the design of more inclusive curriculum and programs.
- The ability to articulate vision and strategy and the tactical skills necessary to deftly manage the systems and processes necessary to implement strategy.

### Leadership Style and Qualifications

- A style grounded in principles and relationships.
- A history of thoughtful innovation moderated by a skillful and sensitive approach to change.
- Exceptional interpersonal skills and the ability to communicate with inspiration and clarity across a wide range of audiences.
- The confidence and humility to advocate for new ideas, invite disagreement, and welcome feedback, engaging in challenging conversations with grace.

### Personal Qualities

- Willingness to lead with questions, invite conversation, and patiently explore ideas.
- A commitment to self-reflection, integrity, and humility.
- A warm, supportive, and relational style.





## TO APPLY

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position;
- A current résumé; and
- A one-page statement of educational and leadership philosophy and practice;

Selected candidates will also be asked to provide a list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission)

Review of materials will begin immediately, and candidates should send documents to:

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