

UPPER SCHOOL HEAD SEARCH

CHARLOTTE COUNTRY DAY SCHOOL

Charlotte, North Carolina
charlottecountryday.org

Start Date: July 1, 2024



CHARLOTTE
COUNTRY DAY
SCHOOL



Carney
Sandoe
& ASSOCIATES

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Mission Statement

Through excellence in education, Charlotte Country Day School develops the potential of each student by fostering intellectual curiosity, principled character, ethical leadership, and a responsibility to serve.

At a Glance



Established
1941



Upper School enrollment
550



Student-teacher ratio
8:1



Campus size
117 acres



Students of color
21%



Faculty in the Upper School
80



Financial aid awarded
\$8.6M



Upper School faculty
with advanced degrees
64%

Enrollment: 1,747

International students: 15%

Countries represented: 63

Total faculty: 340

Upper School faculty of color: 9

Students receiving aid: 21%

Endowment: \$62M

Annual operating budget: \$58.6M

AP and IB courses: 50

Upper School clubs and organizations: 50

Sports teams: 72

Annual Fine Arts performances: 70+



Overview

Charlotte Country Day School, a JK-12 independent school of over 1700 students in the heart of Charlotte, seeks an experienced and dedicated Upper School Head effective July 2024.

In 1941, Dr. Thomas Burton brought a new concept in education to the city of Charlotte. With a firm belief in the value of independent day schools, Burton founded and ran a newly-organized school that promoted his vision: a school that emphasized individual learning, diverse experience, and close parent-school relationships. In September of that year, Charlotte Country Day School opened its doors to 18 students in a leased home on Morehead Street.

Today, Charlotte Country Day School (Country Day) is one of the largest independent coeducational school in the Charlotte area and one of the 15 largest in the continental United States. Enrollment is very strong and the school is thriving. Highly regarded for the rigor of its academic program and the breadth of its offerings in the arts, athletics, community service, and leadership, Country Day is noteworthy for a long tradition of positioning itself at the forefront of curricular innovation.

A strong, forward-thinking institution, Country Day offers every child a chance to shine. The school is a diverse, inclusive community with strong academic and co-curricular programs, designed for students to learn to think critically, act respectfully, and show sensitivity to the feelings and needs of others. The unique curriculum offered by Country Day prepares and strengthens students for participation in their local and global communities. With its focus on diversity, service, global study, and technology, Country Day has positioned itself as a school of the 21st century. As a result, the current student enrollment has reached 1,747 (the highest in school history), and there is strong interest from around the area for admission to the school.

At Country Day, academic rigor is balanced by community service and athletic, artistic, and extracurricular endeavors. As partners in student success, Country Day's goal is to shape confident, healthy, well-rounded adults who are ready to make significant contributions to society. [Watch what it means to be Country Day Ready.](#)



The School occupies two superb, well-resourced campuses located four miles apart, covering approximately 117 acres. In addition, the 330-acre Weddington Farm, located less than 10 miles away offers students various opportunities for hands-on learning activities and experiences.

Country Day seeks an Upper School Head with excellent administrative, leadership, and collaborative skills for this exceptional opportunity. The school would appreciate a talented independent administrator with a strong vision who is eager to play a key role as a member of the senior leadership team at one of the largest and most respected independent school in the southeastern U.S.

Charlotte, North Carolina

Known as “The Queen City,” Charlotte is the largest city in North Carolina and the financial hub of the southeast. The Charlotte Metro area is home to around 2.4 million residents and at least six Fortune 500 companies in the metropolitan area, Charlotte is a thriving business and transportation hub that continues to offer many of the charms, friendliness, and traditions of the Southeast while welcoming more and more residents from other parts of the US and the world. “The city is a wonderful surprise if you’ve never been there,” indicated one administrator, a Massachusetts native.

The city offers an array of activities and diversions to satisfy many interests. Charlotte is home to some of the nation’s foremost museums and galleries. The Levine Museum of the New South exhibits noted collections including its award-winning centerpiece exhibit, Cotton Fields to Skyscrapers. Charlotte’s newest art museum, The Bechtler Museum of Modern Art, designed by Swiss architect Mario Botta, features works by the most important and influential artists of the mid-20th century. One of the top experiential science museums in the nation, Discovery Place draws crowds from across the nation for its exhibits, its IMAX Dome Theatre, and the affiliated Charlotte Nature Museum. Home to a number of notable colleges and universities, Charlotte is also the site of the NASCAR Hall of Fame and fields teams in the NFL, MLS, and NBA, as well as teams in ice hockey, baseball, lacrosse, and soccer.

A moderate four-season climate, low property taxes, excellent medical care, an exceptional food scene, and vibrant arts contribute to this “small town feel with big city amenities.” Situated just two hours east of the Appalachian Mountains and three hours west of the Atlantic Ocean, Charlotte offers plentiful recreational opportunities. It also earns praise as a safe, diverse, welcoming, hospitable, accessible, and comfortable city in which to raise a family. There is a distinct sense that for Charlotte, as well for Charlotte Country Day School, the best is yet to come.



Opportunities and Challenges

A large Upper School (550) with a talented, experienced faculty generally requires a seasoned administrator who is at once an adept leader of others and an informed and inspirational educator. Country Day seeks in its next Upper School Head a strong instructional leader with a penchant for adroit change management, innovation, and effective pedagogy. S/he will build both interpersonal and procedural trust while collaborating with faculty colleagues in the pursuit of unified and aspirational goals and vision for the Upper School that promotes growth, development, and achievement in support of all learners, students and faculty alike.

As a member of the Schools Leadership Team, the Head of Upper School reports directly to the Head of School and partners with other members of the leadership team to support Country Day School's mission and affirmation of community. The Head of Upper School leads all Upper School educators—faculty and staff—in building a growth-oriented, student-centered educational program which:

- fosters a deep sense of community belonging,
- supports and develops students and educators to their fullest potential,
- promotes structures that encourage wellness throughout the school,
- and engages on-campus and off-campus resources and partners.

The Upper School Head manages a team that includes the Upper School Director of Studies, Dean of Students, Assistant Dean of Students, Counselors, Director of College Counseling, and Department Chairs. S/he oversees the supervision of all administrative matters in the Upper School, including budget, scheduling, facilities usage, inter-divisional coordination, and intra-departmental coordination that includes admissions, communications, and development.



Qualifications and Personal Attributes

The ideal candidate will offer most or all of the following qualifications and qualities:

Professional Qualifications

- Solid academic credentials, including an advanced degree, coupled with evidence of a commitment to lifelong learning.
- A strong record of success in, and commitment to, the craft of teaching.
- Knowledgeable about best practices in JK-12 curriculum and curriculum planning.
- Commitment to diversity, equity, and inclusion and its integration in Upper School curriculum.
- Ability and eagerness to play an important school-wide role as a member of the senior leadership team in a JK-12 school.
- Demonstrated skills in both leadership and administration of an Upper School faculty.
- Experience with hiring, mentoring, and evaluating faculty.
- An instructional leader, with familiarity with integration of technology as well as guiding faculty to the best uses of it.
- Effective communicator.



Leadership Style

- A collaborative, consensus-building leader who actively solicits input; listens well; communicates with inspiration and clarity; and effectively delegates and empowers staff.
- A team-builder who will invigorate the Upper School, demonstrating a commitment to setting and maintaining a high academic standard.
- A proponent of thoughtful innovation who skillfully moderates the pace of change.
- Visible, communicative, approachable, and responsive.

Personal Qualities

- Puts the best interests of students first and enjoys working with secondary students.
- Intelligent, reflective, well spoken, and upholds the highest levels of integrity and impartiality.
- Warm, supportive, and consistent.
- Eager to engage actively with students and parents; committed to reinforcing the sense of the Upper School as a community of students, teachers, and parents.
- Appreciative of diversity and committed to the goal of maintaining an authentic, inclusive community.
- A sense of humor.

Learn More

Click on the links below to learn more about Charlotte Country Day School.

[School Website](#)

[The Upper School at Country Day](#)

[Diversity, Equity, Inclusion, and Belonging](#)

[School Profile](#)



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 and comprehensive résumé of no more than 4 pages;
- 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) to:

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