



# Friends School

BALTIMORE • 1784

**Director of Diversity, Equity, & Inclusion**  
**Friends School of Baltimore— Baltimore, MD**  
**July 2024**

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## Overview

Friends School is a Quaker, college-preparatory school, Pre-K through Grade 12, in Baltimore City, enrolling 802 students of all genders, 46% of whom identify as children of color. We are guided by the Quaker ideals of simplicity, peace, integrity, community, equality, and stewardship. We strive to be a purposefully inclusive community that reflects the racial, ethnic, cultural, gender, socioeconomic, and religious diversity of our city and our region.

## Mission

Friends School of Baltimore is a Quaker school that exists to foster in young people the skills, knowledge, and habits of mind needed to partner with their communities and to be courageous change-makers in the world. We believe education is a journey, a continual seeking after truth that relies on both inward reflection and outward connection with others, especially across lines of difference. At Friends, learning is grounded in relationships and deepened by application to the world beyond our campus. Our School is guided by the testimonies of simplicity, peace, integrity, community, equality, and stewardship, and our core belief that there is that of God in each person, and we understand these testimonies and this belief to be a call to justice. We value diversity, pursue equity, and strive to be an actively inclusive institution that works against systemic oppression, within a campus community where each individual can live out their full identities. We seek in all ways to exemplify the ideals of the Religious Society of Friends.



**Carney  
Sandoe**  
& ASSOCIATES

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## At a Glance



Established  
1784



Enrollment  
802



Total faculty  
80



Average class size  
14



Students of color  
46%



Financial aid awarded  
\$8,000,0000



Faculty with advanced degrees  
71%



Campus size  
34.5 acres

Upper School enrollment: 386

Middle School enrollment: 164

Lower School enrollment: 270

Faculty of color: 26%

Students receiving aid: 69%

Endowment: \$41,306,196

Annual operating budget: \$22M

Signature Programs: 6

Named Baltimore's Best Private School by

Baltimore's Child Magazine: 2017-2021

### Context and Philosophy

Friends School of Baltimore has an opening for the Director of Diversity, Equity, and Inclusion to begin in July 2024. Our school believes that all community members are responsible for actively and deeply engaging with the multiple dimensions of diversity, and the Director is charged with ensuring that the community is encouraged, stimulated, and supported in this pursuit. The importance we place in this position derives from our belief that an outstanding 21st Century education can only take place within an inclusive school setting characterized by both demographic diversity and a shared valuing, appreciation, and embrace of difference in all its forms. As a Quaker school, we seek greater equity and justice within and beyond our community.

### Responsibilities

The Director of Diversity, Equity, and Inclusion is a full-time administrative position and a Senior Administrative Team member, reporting to the Head of School. The Director of Diversity, Equity, and Inclusion has the following responsibilities:



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### Teaching and Student Support

- Works with divisional principals to develop and implement initiatives and programming for students.
- Works with students and adults to create cross-cultural discussions and transformative learning opportunities.
- Assists in student support services on an individual and programmatic basis as needed.
- Works with the school's senior administrative leadership to monitor, encourage, and ensure diversity and social justice issues are included throughout the PK-12 curriculum.
- Teaches the Diversity Practitioners class for Upper School students and regularly engages with Lower and Middle School students.

### Professional Development and Culture

- Oversees the working body of the Professional Community that focuses on DEI initiatives.
- As a member of the Board of Trustees' Diversity Committee, works to implement and monitor the goals of the Board's Diversity Plan.
- Supervises a team of part-time Diversity Coordinators, who assist in planning and implementing the school's DEI goals and initiatives, and oversees the Assistant Director of Diversity, Equity, and Inclusion.
- Develops and implements the plan for ongoing cultural competency training for Friends School faculty and staff, the Board of Trustees, the Parents' Association, and other school groups.
- Develops an area of focus for diversity-related programming each year based on formal and informal interviews, surveys, and other tools.

### Family and Community Support

- Oversees the implementation of the school's Mission Fund and helps raise awareness of the needs and benefits of this fund in enhancing community life.
- Serves as a resource and sounding board on issues of inclusion and difference for all community members.
- Coordinates and facilitates affinity and support groups for parents and students.
- Works with the Parents' Association and the Alumni Board to encourage diverse participation in parent and alumni activities.

### Admissions, Recruitment, and Advocacy

- Assists in recruiting, hiring, and retaining new faculty and staff, interviewing all candidates for full-time positions at the school, engaging in outreach with local universities, churches, schools, and businesses to expand hiring pools, and contributing to the new teachers' mentoring program.
- Serves as advisor to the Admission Committee and the Financial Aid Committee.
- Partners with the Admission Office to enhance recruitment of a diverse student body and is the school's liaison to Baltimore Educational Scholarship Trust (BEST).
- Works with the Development Office to support the stewardship of scholarship programs.



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## Qualifications and Skills

Friends School of Baltimore seeks an individual who is able to foster sustained and challenging conversation and action on topics such as race, ethnicity, gender identity, family composition, sexuality, socioeconomic difference, neurodiversity, and ableness. Quaker communities have a long and proud tradition of embracing the tension of complex subjects like these in order to bring about greater understanding and more effective action. The measure of the Director's success, therefore, will be the cultivation - rather than the elimination - of these tensions into honest, productive, and respectful discourse that flows across campus and into the greater community. The ideal candidate will have strong written and oral expression skills, a comfort with exploration and ambiguity, a compassionate heart, and a curious and open mind. The ability to develop and oversee multiple programs simultaneously is essential.

- Bachelor's degree required, with an advanced degree preferred.
- Candidates should demonstrate a willingness to understand and incorporate Quaker principles and Quaker education into their work.

Educators at Friends are expected to model and foster the habits of mind we believe are essential to an outstanding education: creativity, curiosity, empathy, reflection, and resilience. We seek educators whose teaching styles and experiences demonstrate the following:

- A desire to understand diverse attitudes, beliefs, behaviors, and practices and to incorporate a culturally responsive lens into teaching and learning.
- A record of successful collaboration with colleagues, families, and students.
- A commitment to lifelong learning, and ongoing professional development.
- An ability to infuse technology to enhance student learning.
- An openness to interdisciplinary teaching.
- An appreciation for and understanding of the social and emotional development of students.
- Flexibility, empathy, and vision.

Competitive salary and generous benefits are offered.



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## Learn More

Click on the links below to learn more about Friends School of Baltimore.

[School Website](#)

[Quaker Education](#)

[Strategic Direction](#)

[Diversity, Equity, and Inclusion](#)

[School Profile](#)

[Signature Programs](#)

[About Baltimore, Maryland](#)

## To Apply

Please send resume/CV, letter of intent, list of five references with contact information (references will not be contacted until the candidate is notified), and statement of philosophy of education and leadership to Donisha Thaxton ([donisha.thaxton@carneysandoe.com](mailto:donisha.thaxton@carneysandoe.com)) and Namita Bhattacharya ([namita@carneysandoe.com](mailto:namita@carneysandoe.com)). **Please do not contact the school directly.**

## Timeline

Preference will be given to candidates who submit materials by September 30, 2023. After an initial interview, finalists should expect to be invited to campus during October and November, with a hire to be made late Fall 2023. The position will begin on July 1, 2024.



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