



**Head of Upper School
Greens Farms Academy—Westport, CT
July 2024**

The School

At Greens Farms Academy (GFA), students are empowered to do the hard, thrilling, essential work of shaping their own world, of building their own future. More than 700 PreK -12 students come from 23 towns in Fairfield and Westchester counties and form a joyful community that aspires to live by the school's motto, "Each for All." Founded in 1925, GFA is situated on a former Vanderbilt estate in a scenic 44-acre campus located in Westport, CT. The School's highly regarded academic program is built around small class sizes (average 15), mentoring partnerships with faculty (8:1 student to teacher ratio), and innovative programs designed to support students' pursuit of questions that matter to them. The faculty is characterized by its growth mindset, embracing innovation, exploring a range of student-centered approaches, and constantly seeking to better serve its students.



The GFA mission plays an essential role in school life: GFA engages students as partners in an innovative, inclusive, and globally-minded community to prepare them for lives of purpose.

Faculty and staff have committed that language to memory, along with our core values -- passion, integrity, empathy, curiosity, excellence -- so as to better live out the spirit of those words.

GFA is a suburban school close to major transportation and a five-minute walk from the Greens Farms Metro-North train station. The campus sits on the Long Island Sound, a half-hour south of New Haven and an hour north of New York City by car or commuter train.



Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com

The Position

The Head of Upper School is charged with defining a standard of excellence for the division; inspiring stakeholders to work together towards that goal; and cultivating the skills, habits, and practices necessary to unlock student and faculty potential for carrying forward our mission.

The Head of Upper School oversees the day-to-day operations of GFA's Upper School, grades 9-12, and serves as educational leader for approximately 350 students and over 40 faculty members. In partnership with the Dean of Students, The Head of Upper School leads a team of grade level deans who oversee all aspects of student life. The Head of Upper School reports to the Head of School and serves on GFA's administrative team to champion the School's strategic priorities and direction.



Key responsibilities:

Fostering excellence in teaching:

- Champion a growth mindset in faculty, advisors, students, and families and use every opportunity to create alignment around the primacy of student learning.
- Supervise all Upper School faculty, counselors, learning specialists.
- Support faculty growth through class visits and one-on-one conversations.
- Plan and run Upper School faculty meetings.
- Oversee Upper School faculty evaluation in partnership with the Associate Head of School and Department Chairs.

US curriculum leadership:

- Collaborate with the Associate Head of School on the academic program for Upper School.
- Work with and through department chairs to tune what goes into the Curriculum Guide (course offerings, prerequisites, graduation requirements) and course content to create a coherent, responsive program that foregrounds inquiry.



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Student life leadership

- In partnership with the Dean of Students, manages the team of Deans, counselors, and learning specialists to ensure student support and programmatic coherence.
- Collaborates with Middle School Head to ensure continuity of support, family connection, and program between 8th and 9th grades.
- Oversees Upper School assemblies, special events, and community time.

Community engagement

- Internal (i.e., current families) divisional communications and events.
- In partnership with Director of Admissions, manage US admissions committee process.

Operations

- Responsible for Upper School budget lines, including activities, trips, assemblies, special functions.

Additional Responsibilities

- Teach one section.
- Advise a group of 8-9 students.

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 John Faubert (jpf@carneysandoe.com) and Namita Bhattacharya (namita@carneysandoe.com). **Please do not contact the school directly.**



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