



Director of College Counseling
July 2022
Westport, CT

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. 715 PreK -12 students come from 23 towns in Fairfield and Westchester counties and form an inclusive community that plays on 64 interscholastic athletic teams, participates in a robust service-learning program, and aspires to live by the school's motto, "Each for All."

Founded in 1925, GFA is situated on a former Vanderbilt estate in the Greens Farms section of Westport, CT. The School is located on a scenic 44-acre campus. The Lower School enrolls 170 students, the Middle School 230 and the Upper School 315. The School's highly regarded academic program is built around small class sizes (average 15), mentoring partnership with faculty (8:1 student to teacher ratio), and Signature Programs (World Perspectives, STEAM, and Sustainability) spanning all grades. 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.



A stunning waterfront campus in Westport, CT, comprises three ecosystems - a salt marsh, Audubon woodlands, and the Long Island Sound - and architecture ranging from a modernized Vanderbilt estate to a state-of-the-art center for arts and global studies. Greens Farms Academy has graduated thousands of compassionate, enterprising, broad-minded women and men - people with the courage and vision to build a better world.

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 a life 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.



**Carney
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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.



The Position

Greens Farms Academy is seeking a skilled and experienced Director of College Guidance to be responsible for the development and implementation of a mission-driven college guidance program for students in grades 9-12. After a decade at GFA, current director, Michael Pina, is departing in 2021 for an admission role at the University of Richmond. Associate Director, Rachel Boyer, will oversee the office on an acting basis until June 2022.

The Director of College Guidance reports to the Head of School and will lead the College Guidance team (two Senior Associate Directors and an office manager/testing coordinator) and represent Greens Farms Academy to the college community. The next director will build on notable recent successes to create and execute a comprehensive, student-oriented college guidance program that reflects the GFA mission. This will involve collaborating and coordinating with faculty, administrators, and other partners as well as educating and supporting students and families, with the ultimate goal of helping students identify and enroll in schools where they will flourish.

Ideal candidates have at least three to five years' experience in selective college admissions and/or college counseling in independent schools and extensive knowledge of the college research, application, and selection process. Essential to the position is an ability to view, communicate, and implement the college guidance process through the lens of GFA's mission.

Primary Responsibilities of the Director(s):

- Provide leadership to the dedicated professionals of the College Guidance team in support of their efforts to deliver on the mission of the school.
- Coordinate the team's work to put on key events throughout the year (e.g. mock admissions, grade level meetings, financial aid meetings, etc.); represent the office as needed (e.g. board meetings, GFA admissions events, etc.).
- Set a standard of excellence in counseling and support other counselors in improving their



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work with students and families.

- Maintain and develop relationships with college admissions professionals including hosting college and university representatives on campus and representing GFA at relevant regional and national meetings, conferences, and workshops; supporting the other counselors in doing the same
- Lead the gathering and analysis of data to inform the school, office, students, and families.
- Lead the development and maintenance of key communications pieces: GFA college counseling web page, school profile, and other key documents for internal and external use .
- Reports to the Head of School and serves as a member of the GFA Administrative Team.



Salary and Benefits

Greens Farms Academy offers a dynamic and supportive work environment, competitive salaries, and a generous benefits package including a retirement plan with employer-matching, a full array of insurance plans, and generous support for professional growth. Greens Farms Academy is an Equal Opportunity Employer.

Head of School Bob Whelan

Bob's personal and professional path to independent school leadership is one of diverse and interesting experiences. Raised in a small town in Maine, he attended South Portland High School before Phillips Academy Andover. After graduating from Andover, he matriculated at Brown University where he earned his B.A. in 1991 as a double major in American Civilization and Philosophy. For several years after graduation, Bob's career was involved with music as founder, singer, songwriter, business manager, and director of a band that performed over four hundred concerts. He held a major label recording contract with Atlantic Records and a publishing deal with EMI Music. Bob returned to Brown in 2001 where he served as the Director of the Parents Leadership Program. During this time, he also earned a M.Ed. in Education, Policy, and Management from Harvard University.



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Bob served as the Associate Head of School at Rippowam Cisqua School in Bedford, NY before being named Head of School at Lake Forest Country Day School, a PreK-8 school of 406 students in the suburbs of Chicago. Bob's leadership at LFCDS brought about innovations that improved the quality of the school's curriculum, increased enrollment, significantly upgraded facilities, and created a more diverse and inclusive community. Bob accepted the role of Head of School at Greens Farms Academy in the fall of 2017, becoming GFA's eighth Head of School in July of 2018.



How to Apply

Feel free to contact the consultant confidentially if you're considering applying. Applicants will need to send resume/CV, letter of intent, and later, a list of five references with contact information (references will not be contacted until the candidate is notified), and statement reflecting your approach to college advising to Ben Bolte, bbolte@carneysandoe.com. Please do not contact the school directly.

2020 COLLEGE MATRICULATION

Allegheny College
 Babson College
 Barnard College
 Boston College (4)
 Brown University (2)
 Bryn Mawr College
 University of Chicago
 Colby College (2)
 Colgate University
 Colorado College
 University of Connecticut
 Cornell University
 Elon University (2)
 Emory University
 Fordham University
 Franklin and Marshall College

George Washington University
 Georgetown University (2)
 Grinnell College
 Hamilton College
 Harvard University
 Hobart William Smith Colleges
 Indiana University
 University of Miami (3)
 University of Michigan (2)
 Middlebury College
 New York University
 Northwestern University (3)
 University of Pennsylvania (2)
 University of Pittsburgh
 University of Rhode Island
 University of Richmond (3)

University of Rochester
 Santa Clara University (2)
 University of Southern California
 Southern Methodist University
 Texas Christian University
 Tufts University (2)
 Tulane University of Louisiana
 Vassar College
 Villanova University (3)
 University of Virginia (2)
 Wake Forest University
 Wentworth Institute of Technology
 Williams College
 University of Wisconsin



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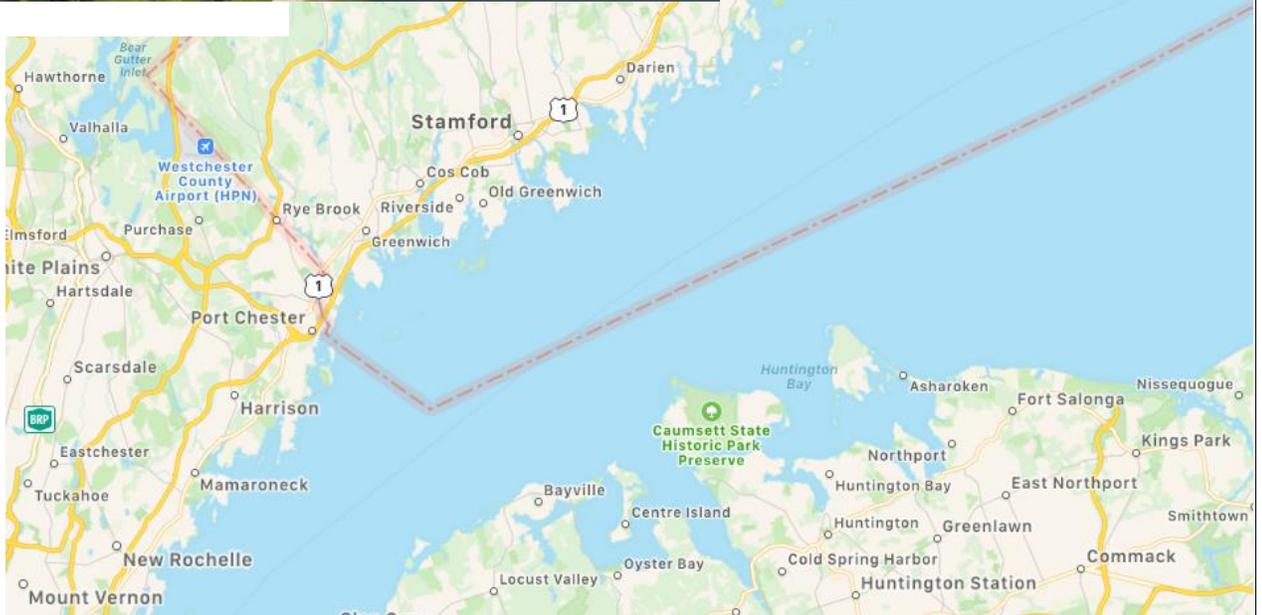
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