

HEAD OF SCHOOL SEARCH

MARYMOUNT SCHOOL OF NEW YORK

New York, New York

marymountnyc.org

Start Date: July 2025

Marymount
School
of New York



Carney
Sandoe
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

Marymount School is an independent, Catholic day school that seeks to educate young women who continue to question, risk, and grow — young women who care, serve, and lead—young women prepared to challenge, shape, and change the world.

At a Glance



Established
1926



Enrollment
760



Student-teacher ratio
5:1



Students identifying as
Catholic
62%



Students of color
43%



Total faculty
156



Financial aid awarded
\$6.8M



Faculty with advanced
degrees
90%

Faculty of color: 36%

Students receiving aid: 24%

Endowment: \$13.4M

Annual operating budget: \$51.2M

Dedicated classrooms at The Met: 2

Sports teams: 30

Clubs and organizations: 75

Annual fine arts performances: 35

Global travel opportunities: 15



Overview

Rooted in the Catholic tradition, Marymount School of New York, with 760 students spanning Nursery – Class XII, occupies a prominent space in the independent school landscape of the city. Marymount is recognized for its intellectually challenging academic program that ignites curiosity in girls and sparks a lifelong love of learning in a student-centered, values-driven community. With its two campuses, Nursery through Class V on Fifth Avenue, and Classes VI through XII in its brand new building on East 97th Street that opened at the start of the 2023 academic year, the School cultivates character, compassion, and a culture of belonging that ensures each student is known, supported, and valued. At this exciting time in its journey, Marymount is seeking a Head of School to build on its strong foundation and continue the School's legacy of successfully preparing its students for the future.

Founded by Mother Marie Joseph Butler in 1926, Marymount School of New York is part of a global network of 19 schools in 8 countries established by the Religious of the Sacred Heart of Mary (RSHM). Recognizing the need to empower young women, Mother Butler believed in educating both the heart and mind and providing for each student's total growth – intellectually, spiritually, socially, and physically. Marymount invites students of all faiths to develop and nurture their own spiritual identity in a values-centered environment. 62% of students identify as Catholic and 43% identify as students of color. The School makes time for prayer and reflection, and students are called upon to be caring, courageous, and respectful members of their community. Through honest introspection and service learning, students cultivate character, integrity, and compassion as they become ethical leaders, critical thinkers, and decision makers.

The next leader will build on the outstanding work done by Concepcion Alvar, Head of School since 2004. Mrs. Alvar has established a culture of lifelong learning and collaboration, and successfully made Marymount a school where each student is known and loved - qualities widely acknowledged and greatly appreciated by families. Having completed a highly successful, record-breaking capital campaign to open the new Upper Campus on East 97th Street, it will be inspiring to witness all that Marymount will be in the future. With its highly active and supportive community and deeply invested Board of Trustees, Marymount has significant momentum to move to even greater heights with its next Head of School.

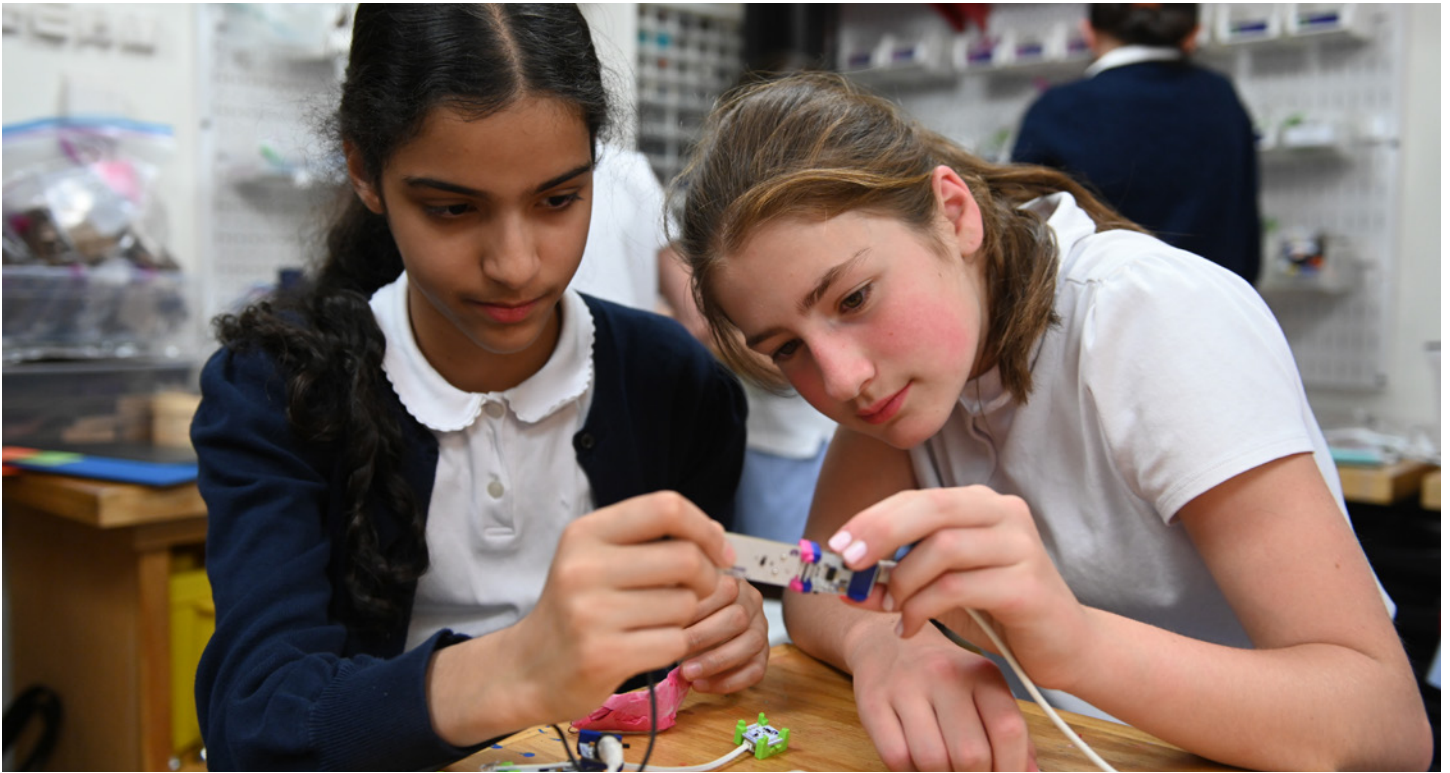


Opportunities and Challenges

For nearly 100 years, Marymount School of New York has prepared young women to challenge, shape, and change the world. With the recent opening of its state-of-the-art campus for Classes VI– XII and its flagship campus for students in Nursery – Class V, Marymount’s foundation is strong and the School is poised to soar to even greater heights of excellence. The community loves Marymount, is proudly dedicated to its mission, and is enthusiastic about the School’s future. The next Head of School will bring visionary leadership to support strategic growth, an engaging, personable demeanor to connect with the community, as well as collaborative management skills to engage a talented group of faculty.

In addition to the duties regularly associated with overseeing the daily operations of the School, the next leader will possess qualities to effectively address the following:

- Fostering community through authentic, genuine engagement with students, faculty, staff, and parents and supporting staff and faculty operating on two separate campuses.
- Leading teachers and divisions to build program-driven curricular continuity and foster a love of learning across all grades.
- Inspiring academic innovation and building on the existing academic rigor. Leading efforts with a focus on excellence so that the quality of the Marymount academic program is well known and recognized.
- Fully integrating the new Upper Campus into the academic program to support learning and enrich the overall student experience. Also creatively assessing ways Marymount can connect with a new community and establish stronger local relationships through the new building.
- Articulating the value proposition of the School to address financial sustainability by focusing on tuition, enrollment management, and the optimization of facilities.
- Raising awareness around wellness and mental health issues, taking a leadership position in identifying how to equip young women to successfully navigate societal pressures.
- Partnering with the Marymount community to build the School’s endowment to benefit the School’s current and future needs and remain competitive in the New York City school landscape.
- Further developing connections within the global network of RSHM schools.



Qualifications and Personal Attributes

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

- Deep educational experience with an openness to innovation; able to lead change in curriculum and pedagogy.
- A commitment to the RSHM mission “that all may have life and have it to the full,” which is the underpinning of the Marymount commitment to build a culture of belonging so that all members of the community feel seen, supported, and valued.
- A strong and compassionate leader who knows and cares about each student, their families, faculty, and staff and serves as a role model of integrity for girls and young women; a presence that is visible and felt by all.
- A Catholic who is attuned to the religious and spiritual life of Marymount and its history.
- An understanding of the growth and support of the “whole child”— taking into consideration the mind, the heart, and the soul.
- An effective communicator, both orally and in writing, with a leadership presence that effectively represents the strengths of this special community.
- Supports the growth of the adults in the community with an emphasis on attracting, retaining, and cultivating the best teachers and administrators.
- Assembles and supports a strong senior team and delegates duties, as appropriate.
- An understanding of financial sustainability and affordability challenges, which are consistent among all independent schools.
- Skilled at the external (admissions and advancement) needs of the School.
- Experience with fundraising to benefit the present and future needs of the School.
- Adept at leading a two-campus school, taking into consideration the unity of the School and alignment of program across classes.

Learn More

Click on the links below to learn more about Marymount School of New York.

[School Website](#)

[College Matriculation](#)

[Vision and Strategic Plan](#)

[About New York, New York](#)

[Belonging at Marymount](#)



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:

- Cover letter expressing their interest in this particular position;
- Current résumé;
- Three writing samples or previously used communications to constituents (e.g. article, speech, blog post, etc.) pertaining to leadership and/or educational issues;
- Five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

Robert D. Vitalo

Vice President, Search and Consulting Services
robert.vitalo@carneysandoe.com

Burke Zalosh

Consultant
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Barbara Chase

Senior Consultant
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Salary Range: Approximately \$750K. Marymount also offers a comprehensive benefits package including a retirement plan with an employer contribution, comprehensive insurance benefits, a housing allowance, and support for professional growth.