



MILKEN COMMUNITY SCHOOL
Los Angeles, California

**DIRECTOR OF COLLEGE COUNSELING
& ACADEMIC PLANNING**

Start Date: July 2022

milkenschool.org



**Carney
Sandoe**
& ASSOCIATES



Mission

At Milken Community School, we think education is more than what you know. Our School, founded on Jewish values, is about who our children can become and how they can help others become who they might be.

Because the world our children will create tomorrow is born in the School we build today, our mission is to educate our children so they can surpass us.

OVERVIEW

Founded in 1990, Milken Community School is a private day school situated on a picturesque, 11-acre campus in the Bel Air neighborhood of Los Angeles. Committed to incorporating Jewish values in a rigorous, college preparatory education for children in grades 6–12, Milken links Jewish ritual, history, and culture to its students' promising futures. Milken develops extraordinary thinkers – curious, creative students who question deeply and rise to meet challenges. Students learn to innovate and explore; to overcome obstacles, savor successes and soak up the experience along the way. Learning is responsive and adaptive at Milken, with curriculum designed to engage each student's interests and ambitions. At the heart of the process is a dedication to dialogue and debate that is central to the Jewish intellectual tradition. It's a legacy of exceptional scholarship that propels student achievement and produces outcomes that speak for themselves.

The school is seeking a Director of College Counseling & Academic Planning to begin July 2022. The Director will be an experienced college counselor who delights in working with students and partnering with parents/guardians, faculty members, and fellow administrators and who is also a strategically-minded, community-oriented, and dynamic leader with extremely strong communication skills and broad connections in the college admission community. Ideal candidates will be able to guide parents and students through a thoughtful journey that emphasizes reflection, discovery, and excitement. The Director will work to balance the ambitions of both students and parents and, above all else, help them to understand the importance of a strong match.

At a Glance

Founded: 1990

Total students: 720 (grades 6-12)

Senior class students: 136

Student/teacher ratio: 7:1

Students receiving aid: 40%



THE SCHOOL

Milken is one of the largest Jewish day schools in the United States, and its students are immersed in an environment that provides endless opportunities to create powerful Jewish experiences, strengthen their identities, and enhance their understanding of what it means to be links on a chain that goes back generations. Milken students receive high-impact learning and are put on a path to personal and professional achievement. Grounded in Jewish values, traditions, and practices, students are developed through the pursuit of deeply held core values including:

- Pursuing Academic Excellence - *Talmud Torah*;
- Building Joyful, Welcoming Community - *Kehillah*;
- Treating Others with Dignity and Kindness - *Kavod HaBriyot*;
- Taking Responsibility for Self and for Others - *Areivut*;
- Connecting to Israel and the Jewish people - *Ahavat Yisrael*;
- Reflecting and Repairing with Integrity - *Teshuvah*;
- Pausing to Nurture the Soul - *Shavat Vayinafash*.

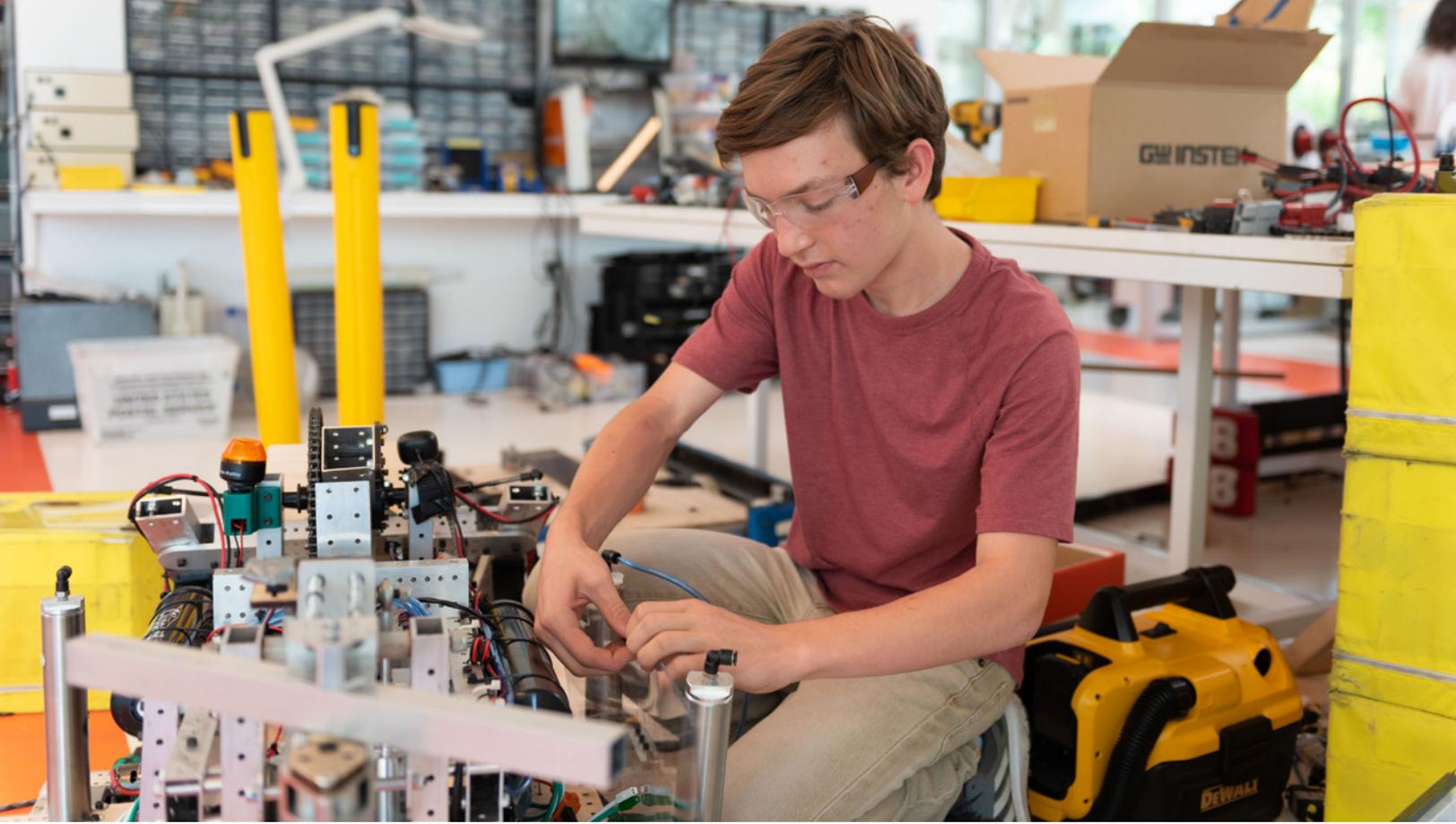
Milken Community School has [two dynamic, innovative campuses](#) along the Mulholland corridor, specifically designed for its three divisions. One campus serves the Middle School (Grades 6-8 Division), the other serves the Upper School's two divisions (Grades 9-10 and Grades 11-12). Both campuses provide students with state-of-the-art facilities and leading-edge technology. Rooted in innovation and tradition, the Upper School exposes students to emerging trends with hands-on opportunities in a variety of studies ranging from robotics to environmental science. Milken is home to the region's only MIT-inspired Lab, the Guerin Family Institute and Fab Lab, housing a computer-aided design (CAD) lab, an engineering lab and a cutting-edge classroom. The digital lab is equipped with 3D printers, laser cutters, a milling machine, and key programming tools and features open spaces meant to foster collaboration and support the free flow of creative ideas. Through exploration and study in the lab, many Milken students have entered their work into national and international competitions, winning prestigious awards and recognition including over 50 robotics awards. Click [HERE](#) to view tours of campus, moments of the first week of school, the art show, performances, information on athletics, and community events!



Students also benefit from faculty and staff who are industry experts and committed to providing students a welcoming environment that encourages critical thinking, instills the imperative of being ethically responsible, and allows them to pursue academic excellence while discovering new passions and forging lasting connections that will enable them to excel today and well into the future. The strength of the relationships between students and their teachers is palpable, and both groups identify the dynamic as integral to school culture. One student noted, “I would feel unfulfilled if I wasn’t as connected to and known by my teachers.” Similarly, a long-time member of the faculty noted that the student and parent community reciprocally support Milken’s teachers and staff, “celebrating the good things that happen in our lives and supporting us through rougher times.”

Students at Milken belong. What they find here are joyous, dynamic relationships – teachers who are mentors, friends who are family, and a community focused on helping them thrive. Milken is organized around four distinct houses: Brandeis, Hekmat, Lazarus, and Ramon. Families join a particular house for their entire Milken tenure, enabling students to receive the individual attention they deserve while increasing both community and camaraderie across and between grade levels. Milken students are encouraged to express themselves individually and carve their own path, in a supportive environment. When they graduate, students leave with life-long relationships and a place to always call home. The unbreakable bonds formed at Milken are demonstrated in the tremendous support and participation Milken receives from its large network of active alumni. The Alumni Association is made up of over 3,000 graduates around the world who are emerging leaders in the fields of business, tech, medicine, education, public service, the arts, fashion, law, and so much more.

Milken is accredited by the Western Association of Schools and Colleges (WASC) and the Builders of Jewish Education (BJE). Milken is a member in good standing of the National Association for College Admission Counseling (NACAC) and abides by the policies of the Statement of Principles of Good Practice. Milken is also a member of the National Association of Independent Schools (NAIS), the California Association of Independent Schools (CAIS), and the Association of College Counselors in Independent Schools (ACCIS).



ACADEMICS

At Milken, learning is challenging and helps develop humility and confidence. A dynamic, rigorous academic curriculum allows each unique student to pursue diverse goals while being challenged to think critically, take positive action, and contribute to the welfare of the global community. Learning at Milken Community School happens everywhere and with intention – in the classrooms, on trips, during programs, and beyond. The faculty feel immense pride and meaning in their work. One teacher stated, “the work I do at Milken is consequential. Every time we encounter our kids, we’re opening the world in different ways.”

Milken is known for its signature programs for grades 6-12 that apply the School’s educational philosophy and contain the three key elements of Milken’s portrait of a graduate – think well, belong to something greater than yourself, and take positive action. Current discipline-based signature programs at Milken include: Mitchell Academy of Science and Technology (MAST), Beit Midrash Fellowship, and Architecture and Design Institute. In 2021-2022, Milken will expand its signature programs to include Finance and Entrepreneurship and Storytellers. Along with the innovative signature programs, Milken students benefit from its incredible capstone programs. Capstone programs are an expression of the learning and growth during each student’s time in a division and bring together learnings across disciplines. Current capstone programs at Milken include: X-Project and Tiferet Israel Fellowship. In 2021-2022 Milken will develop its Geshar Capstone Program and expand the Israel Fellowship. Milken’s signature programs and capstone programs bring the School’s mission to life through application of Milken’s core values and the realization of the School’s educational philosophy.



Milken Community School has a unique focus on service learning and all students are required to participate in their local community. Each student gains hands-on service opportunities accompanied with Torah study and personal reflection. Middle Schoolers participate in *Kulam*, which provides exploration of Jewish values to become problem solvers in the community. Upper Schoolers advance the Jewish mandate of *tikkun olam* (repairing the world), and they demonstrate active involvement in giving back to the community. In conversation about their work, the faculty regularly note their pride in the School's focus on educating the whole child. "We're really teaching beyond the academics."

The Upper School (9-12) curriculum is designed to provide a comprehensive liberal arts education integrated with the highest ideals of Judaism, fostering a sense of intellectual curiosity and spiritual growth. Students in the Upper School pursue a challenging and varied course of study based on their individual abilities and developing interests and typically carry seven to eight academic subjects each semester in grades 9-12 and no fewer than six in grade 12. All required academic classes meet five times over a two-week period.



THE ARTS

Milken Community School has a comprehensive Arts program that offers a wide range of academic courses encouraging students to explore their talents and harness their creative energies. The rich offerings in the arts arena allow students to deepen their power of critical analysis, expand their minds creatively, and bolster self-confidence. The Performing Arts Department and Art, Architecture + Design Institute nurture and develop musical, physical, dramatic, and visual artistic expression and interpretation in each student. Grounded in the spiritual values of Judaism, students learn new critical communication skills and push the limits of their own capabilities. Milken students can partake in music (vocal and instrumental), dance, acting, technical theater, 2D visual arts (photography, graphic design, drawing, and painting) and 3D visual arts (fashion, architecture, ceramics, and sculpture). Students enjoy a state-of-the-art media lab and studio spaces as a part of experiential learning where they can explore the dynamic facets of visual arts communication. Milken's theatre features state-of-the-art lighting, sound, and instrumental equipment.

Each semester, aspiring young writers from all grade levels enroll in Milken's creative writing electives to hone their craft. Students can pursue their interest in poetry, prose, journalism, and screenwriting in a rigorous and supportive environment and are encouraged to submit their writing for external publication, edit the school's literary magazine, publish articles to Milken's online newspaper The Roar, and share their work at one of the program's many public readings.



ATHLETICS

With 86 league titles won, the athletics program at Milken enables students to compete and perform at a high level as they deepen their connection to Milken's core values. In conjunction with the California Interscholastic Federation Southern Section (CIF-SS), Milken provides young athletes an opportunity to showcase their talent and hard work while embodying the ideals of ethical action and good sportsmanship. The program offers 21 teams including basketball, cheerleading, volleyball, soccer, football, baseball and track and field. Approximately 70% of students compete in athletics and many have gone on to compete at the collegiate level. Go, Wildcats!

STUDENT LIFE

Jewish life on campus is vibrant, dynamic, inclusive, and accessible. From daily *kehillah* community time to holiday celebrations and more, at Milken, students don't just study Jewish texts, they live them. Traditions run deep on campus and are a cherished part of life for Milken students where they discover identity through arts, music, drama, sports, and retreats.

Upper School students enjoy spirited time to bond outside of the classroom during Shabbaton. Through worship, deep discussions, and meaningful reflection, the Shabbaton allows students to explore nature and celebrate with friends. Students at Milken also have the opportunity to participate in student-run clubs including Girl Talk and the Genders & Sexualities Alliance. There is also representation in student government, with leadership positions held across Milken's Middle and Upper School divisions.



LOS ANGELES, CALIFORNIA

Los Angeles is home to a diverse and vibrant community with ample business opportunities in entertainment, media, music, sports, and technology, attracting millions of tourists from around the globe each year. L.A. is known as the entertainment capital of the world and a cultural mecca boasting more than 800 museums and attractions, defined by its culture of creativity and innovation.

Sunny and year-round warm weather makes L.A. the perfect destination for outdoor enthusiasts who enjoy easy access to beaches and multiple recreation opportunities in the surrounding mountains. Los Angeles is also home to multiple professional athletic teams including the Lakers, Clippers, Dodgers, Rams, Kings, Chargers, and Galaxy.

Milken Community School is situated between the San Fernando Valley and the westside of Los Angeles, attracting students and families from a diverse cross section of the city and providing a range of residential choices for its employees.

College Matriculation

Over the past four years, Milken students, matriculated to the following colleges and universities, among many others:

American Jewish University
Berklee College of Music
Boston University
Brown University
California Institute of Technology
Carnegie Mellon University
Chapman University
Columbia University
Cornell University
Duke University
George Washington University
Indiana University - Bloomington
Jewish Theological Seminary of America
New York University
Northwestern University
Pepperdine University
Princeton University
Purdue University
Rhode Island School of Design
Rochester Institute of Technology
Santa Monica College
Stanford University
Temple University
The University of Texas at Austin
Tulane University
University of Arizona
University of California – Berkeley,
Irvine, UCLA, San Diego,
Santa Barbara & Santa Cruz
University of Colorado - Boulder
University of Miami
University of Michigan – Ann Arbor
University of Oregon
University of Southern California
University of Toronto
University of Wisconsin - Madison
Vanderbilt University
Worcester Polytechnic Institute
Yale University



COLLEGE COUNSELING & ACADEMIC PLANNING

The College Counseling & Academic Planning program strives to provide developmentally-appropriate guidance and support for students throughout—and even before—their high school experience. In partnership with other advisors and administrators, members of the team begin meeting with students in their 8th grade year as students prepare to transition to the high school. The team begins conversations around course choices, co-curriculars, and summer activities to ensure students are aware of options and opportunities. In 9th grade, members of the team visit advisories to provide perspective and to answer questions, and towards the end of the year, each student meets individually with a counselor for an academic planning meeting. In 10th grade, the team returns to advisories to provide further perspective and advice, and each student is assigned their college counselor and meets for further academic planning. During their children's 9th and 10th grade years, parents engage with the College Counseling & Academic Planning Team through three parent education night programs.

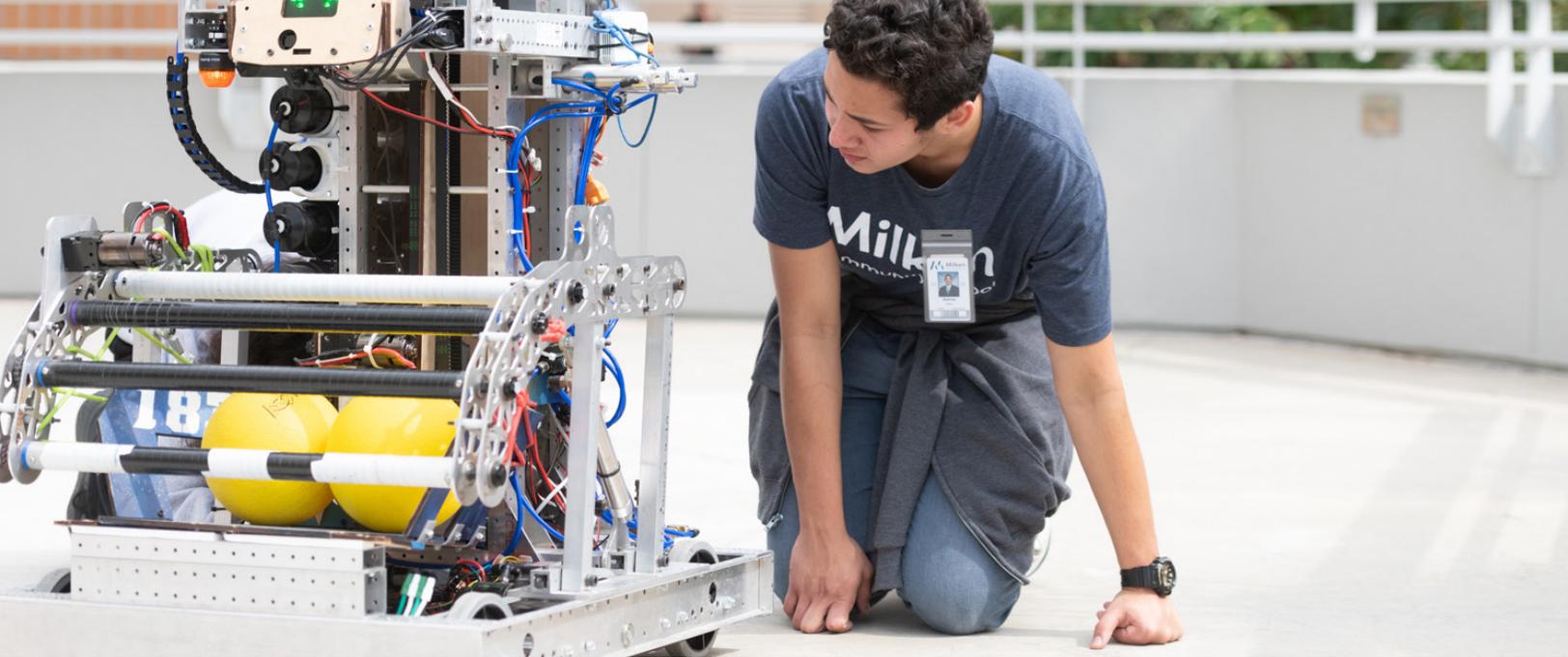


In 11th grade, students begin to attend weekly college counseling classes, which continue through the first semester of senior year. The curriculum is designed to help students understand and explore the ranges of options they have. As the program progresses, the classes support students' college search and application processes. A student shared that the “college counselors work to meet students and families where they are and who they are as individuals. They really listen to us and care.”

Throughout the year, the team offers programming for students and parents to continue to learn about the college search and application process and, on occasion, collaborates with other independent schools to offer educational events. Over 125 colleges/universities and gap-year programs visit Milken to meet and share information with students and the counseling team. The 2021-22 School Profile may be reviewed [HERE](#).

To further help students prepare for the path ahead, Milken recently launched an Internship and Career Enhancement Program providing students in grades 11 and 12 important skills necessary to thrive in college and the workplace. This includes interview prep, resume building, networking skills as well as a variety of internship opportunities throughout greater Los Angeles.

The College Counseling & Academic Planning Office includes the Director, three Associates, and an Office Coordinator. Professional development—conference attendance, association involvement and leadership, fly-in programs and other college visits—is supported and encouraged.



PRIORITIES, OPPORTUNITIES, AND CHALLENGES

Evolving the Academic Planning and College Counseling programs: The College Counseling Office staff have the dual responsibility for academic planning and college counseling. The community views the programs as well-organized and robust and the staff's work as student-centered and skilled. The Director will partner with key colleagues to identify the next iteration of the Office's programs so that they best serve the evolving needs and aspirations of Milken's students and their families and keep pace with the everchanging college admission landscape.

Building greater understanding of Milken among college and university admission partners: Building off past and present work, the Director will lead the staff's work to amplify college and university admission officers' understanding of Milken, including the strength of its academic program, its approach to whole child and Jewish education, and the unique character of Milken and its students.

Sharing and shaping the stories of success: What and who defines success for Milken graduates? Alongside school leadership, the new Director has the opportunity to share and celebrate the opportunities and choices that Milken students have and make, as well as to explore untapped or different opportunities well-suited for Milken students.

Honoring the identities of Milken's students and families while expanding their understanding of post-secondary options: Cultural values are a consistent and important factor for many Milken students and families and rightly influence the search for post-secondary educational options. While honoring the expressed needs of students and families, the Director and their team will work to grow the community's knowledge of colleges and universities that can support their cultural values and needs.

Involving parents as partners: While continuing to empower students as the leaders of their college search, the new Director will work to more fully, yet, appropriately, integrate parents into their children's college process.



Mentoring and supporting the College Counseling staff: The Director will have the opportunity to lead a department of committed, talented individuals and cultivate their growth and development as college counseling professionals and school community members. Whether a student is looking at community colleges, needs programs that support learning differences, wishes to play Division I-III athletics, plans to audition or submit portfolio applications to arts schools or chooses to apply to the most selective colleges at home or abroad, the Director will work to provide the professional development needed to staff an office capable of serving every student no matter the path they choose.

Ensuring and sharing community involvement: Given the demands of the office's roles and responsibilities, including time spent away from campus for professional development and networking, as well as long hours in individual student and family meetings when on campus, consistent involvement with and visibility within the broader school community can be a challenge for the team. In service of their work with students and colleagues, and in the spirit of community connection, the Director will seek and support opportunities for the team to find meaningful connection across campus.

Facilitating the transition of office leadership: Ross Mankuta, the current Director, is well regarded in the community and will be transitioning to a new role focused on alumni relations. For the 2022-23 school year, he will serve as college counselor for approximately two dozen students in the Class of 2023, allowing the new Director space and time to assimilate into a new school and culture. The new Director will need to establish a leadership role while working with the current director to redefine his role in the office.



DESIRED QUALITIES AND QUALIFICATIONS

Milken seeks an experienced educational leader who has:

- A heart for students, empathy for parents, and collaborative spirit with colleagues;
- Significant leadership experience as a college counselor and/or college admission professional;
- An expansive professional network among college counselors and college and university admission offices;
- Advanced skills in developing people and programs;
- An orientation toward thinking strategically;
- Impeccable professional and personal ethics;
- Strong verbal (one-on-one as well as small and large group) and written communication skills, work ethic, and organizational abilities;
- A bachelor's degree (required);
- A deeply felt understanding of and connection to the unique nature of Milken's mission and ethos and a commitment to being an active member, leader, and voice within the community.

And who is:

- A skilled and active relationship builder and connector of people;
- A believer that good process is essential and the greatest predictor of great outcomes;
- Sensitive to the social/emotional needs of students, families, and colleagues navigating a process that can be fraught;
- Invested in leading and developing their team;
- A courageous thinker and a skilled implementor and delegator;
- Confident and clear as a thinker, decision maker, and communicator;
- Aligned to the school's mission, its culture centered in Jewish education, and the following core values:
 - Pursuing Academic Excellence - *Talmud Torah*
 - Building Joyful, Welcoming Community - *Kehillah*
 - Treating Others with Dignity and Kindness - *Kavod HaBriyot*
 - Taking Responsibility for Self and Others - *Areivut*
 - Connecting to Israel and the Jewish People - *Ahavat Yisrael*
 - Reflecting and Repairing with Integrity - *Teshuvah*
 - Pausing to Nurture the Soul - *Shavat Vayinafash*



TO APPLY

Interested and qualified candidates are invited to contact the consultants in confidence at their earliest convenience. Ideally, this search will conclude in late January. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing interest in this particular position;
- A current résumé;
- Writing samples: 3 redacted letters of recommendation written about former or current students
- 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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