



NOTRE DAME BELMONT

Belmont, California

HEAD OF SCHOOL

Start Date: July 2022

ndhsb.org



Carney
Sandoe
& ASSOCIATES



MISSION

Notre Dame Belmont is committed to developing responsible young women of active faith, strong intellect, and Christian leadership in a nurturing and compassionate community, dedicated to promoting justice and peace in the world. Guided by the Hallmarks of a Sisters of Notre Dame de Namur education, the faculty and staff work to develop the unique gifts and talents of the students so they may achieve their full potential and serve the world.

OVERVIEW

Notre Dame Belmont (NDB) is an independent Catholic college preparatory school for young women, sponsored by the Sisters of Notre Dame de Namur (SNDdeN), dedicated to the educational mission of St. Julie Billiart. The School was founded in 1851 and the first students were enrolled at the Belmont campus in 1923. NDB is located in the heart of Silicon Valley on over 10 acres in Belmont, California, a professional suburban community located between San Francisco and San Jose. Dedicated to advancing its mission and values, NDB seeks to appoint a dynamic and committed Head of School to partner with the faculty and board of directors to accelerate the advancement of the School. The successful candidate will clearly articulate the importance of a 21st century all-girls Catholic education, prioritizing diversity, equity, and inclusion while leading and inspiring the NDB community.

FAST FACTS

Founded: 1851

Total students: 451

Student body of color: 39%

Catholic student body: 57%

Total faculty members: 42

Faculty of color: 26%

Faculty holding advanced degrees: 88%

Student/faculty ratio is 12:1

Financial aid awarded: \$1.1M

Students receiving aid: 38%

Operating budget: \$13.2M

Endowment: \$3.24M

Total square feet of buildings under cover:
148,000

Campus size: 10+ acres



THE HALLMARKS OF A NOTRE DAME DE NAMUR LEARNING COMMUNITY

- 1) We Proclaim by our Lives Even More Than by our Words That God is Good
- 2) We Honor the Dignity and Sacredness of Each Person
- 3) We Educate for and Act on Behalf of Justice and Peace in the World
- 4) We Commit Ourselves to Community Service
- 5) We Embrace the Gift of Diversity
- 6) We Create Community Among Those with Whom We Work and with Those We Serve
- 7) We Develop Holistic Learning Communities Which Educate for Life



THE SCHOOL

Notre Dame Belmont provides an educational foundation that emphasizes academic excellence, spiritual growth, and social awareness. Reflecting the vision of St. Julie Billiart and her pioneer Sisters, NDB continues to be a special place for students to learn, grow, and prepare for a life of commitment and purpose. Their spirit lives on as a timely inspiration today for the young women of NDB, in the heart of Silicon Valley, where they pursue dreams of becoming innovative change agents and leaders, with a commitment to social justice.

As a member of a Tri-School program with Junipero Serra High School and Mercy High School Burlingame, NDB offers students opportunities for a co-educational experience in the areas of academics, performing arts, and student activities. The School is fully accredited by the Accrediting Commission for Schools, Western Association of Schools and Colleges (WASC).



ACADEMICS

NDB challenges students to grow in a supportive environment that celebrates intellectual risk-taking, demands reflective learning, and pushes students to become problem solvers for the 21st century. Students pursue coursework in humanities, mathematics, science, computer science, spiritual life, world languages, visual & performing arts, and athletics. The School offers 21 AP courses, as well as many electives across all disciplines. The counseling department creates a climate of care that nurtures the holistic well being of all students, supporting their growth toward self-advocacy, as it assists them in becoming responsible, independent lifelong learners.

Students in the Empowered for Success (EFS) program receive academic accommodations based upon individual documented requirements. EFS students are highly motivated, eager to learn, and have a strong record of first-rate college placement.

In addition to NDB's world-class academic program, the School provides a supplemental 4-year framework to help students explore and develop through the lens of service. In the freshman year "Becoming Notre Dame" course, small student groups work with mentors to visualize their 4-year learning journey, and develop core life skills for leadership, community engagement, academic excellence, and social and emotional well-being. In the sophomore year, students apply research and networking skills to their individual areas of interest, in order to develop an original Capstone Project by the end of their junior year. Final Capstone Projects are then presented to the School community in the senior year.



ARTS AND ATHLETICS

NDB offers an excellent visual & performing arts program, featuring courses open to all grade levels, including art history, graphic design, photography, video production, as well as drawing and painting. NDB has a first-rate dance program and exciting spirit squad, with a competitive cheer team and championship pom dance team, which together attract many prospective students. The School participates in joint theater and musical performances with its Tri-School partners. Athletic teams include soccer, lacrosse, water polo, swimming, basketball, tennis, volleyball, competitive sport cheer, pom (dance team), softball, track & field, cross country, and golf; additionally, NDB has expanded its renowned volleyball program to include beach volleyball. The School's four sand courts are the most offered by any school in Northern California. NDB truly offers something for everyone. Many talented students have gone on to play college sports at top universities across the country including Wellesley, UCLA, Cal, USC, Columbia, and Purdue.

COLLEGE MATRICULATION

American University
Barnard College
Belmont University
Boston University
Brandeis University
University of British Columbia
California State Polytechnic University:
Pomona & San Luis Obispo
University of California: Berkeley, Davis,
Irvine, Los Angeles, San Diego, Santa
Barbara, Santa Cruz
Carnegie Mellon University
Chapman University
College of the Holy Cross
Clemson University
University of Colorado: Boulder & Denver,
Colorado Springs
Colorado School of Mines
Columbia University
University College Dublin
Emerson College
Franklin and Marshall College
Gonzaga University
Howard University
Loyola Marymount University
Loyola University; Chicago & New Orleans
University of Michigan
New York University
University of North Carolina
Northeastern University

Occidental College
Pepperdine University
Pitzer College
University of Portland
University of Puget Sound
Purdue University
Regis University
Rensselaer Polytechnic Institute
Rutgers University
Saint Mary's College of California
University of San Diego
University of San Francisco
Santa Clara University
Sarah Lawrence College
Savannah College of Art and Design
University of Southern California
Southern Methodist University
Stanford University
Texas Christian University
The University of Texas at Austin
Tulane University
University of Manchester
University of Oregon
Villanova University
Wake Forest University
University of Washington
Wellesley College
Wesleyan University
University of Wisconsin-Madison





STUDENT LIFE

NDB students enjoy many wonderful opportunities, but one thing that stands out above all others is the spirit they bring to everything they do. From the moment they join the School, students become part of a legacy of educated and empowered women worldwide. The school motto, “I am Notre Dame,” shines through, as history and traditions unite NDB students for a lifetime. NDB is home to *Aquacades*, a spirited rally featuring choreographed aquatics, held every spring; it is the longest running high school aquacade held in the United States since 1942. The School’s spiritual life program challenges students to put their faith into action with goals that include fostering a love of service, living Gospel values, and reaching out to the marginalized. Grounded in the Hallmarks of a Notre Dame de Namur learning community, students practice social justice, compassion, and dignity for all, as they build community with those they serve. Experiences of service and work for justice come together in the junior Capstone Project, which grows out of a personal passion and desire to serve the world. Kairos is a powerful optional retreat open to upperclasswomen. Through talks, small group discussions, prayer, and reflection, participants are given an opportune time to explore God’s presence in their everyday life, taking a deeper look at themselves and their relationships. NDB’s vibrant student experience engages young women to develop their future passions and full potential. Every student has a chance to participate in leadership roles with a wide range of opportunities including Student Council and Leadership Board positions where candidates are selected through an application and interview process. Leadership Boards include: California Scholarship Federation, National Honor Society, Link Crew, Ambassadors, Marketing & Communications, Spiritual Life, and Health & Wellness. The School has many clubs covering a wide range of interests, from TigerBots to Anime, Save the Turtles and many more. The School’s spirited traditions and joyful day-to-day activities shine through on the School’s social media platforms (@ndbtigers).



BELMONT AND SAN FRANCISCO, CALIFORNIA

Belmont is located in the San Francisco Bay Area, in the heart of Silicon Valley. It offers residents a small-town urban feel with many restaurants, coffee shops, hiking trails, and well-maintained parks, with the beach just a short drive away. Nearby San Francisco is the cultural, commercial, and financial center of Northern California. Long known for its scenic beauty, its multicultural communities, and a vibrant business culture, San Francisco is a unique and breathtaking metropolis. The Bay Area is renowned as the world center for technological and life science innovation and home to world-class universities, including Stanford and UC Berkeley, with corporate giants such as Google, Facebook, Apple, Twitter, Oracle and Genentech, all head-quartered within a short driving distance. Parents and alumnae working in a wide range of professional fields in Silicon Valley generously volunteer their time as guest speakers and student mentors.

Culturally rich, San Francisco offers music, art, theater, museums, and literary events year round. Known for the Golden Gate Bridge, cable cars, Fisherman's Wharf, Victorian houses, Alcatraz, and a first-rate food scene, San Francisco is an iconic and popular tourist destination. It also ranks highly on world livability rankings. It has a very active environmental community and has been at the forefront of many global discussions about our natural environment.



THE OPPORTUNITY

- Notre Dame Belmont (NDB) presents a unique opportunity for the Head of School to build upon the rich traditions of Catholic values and mission with a fresh, innovative vision for the School, creating new opportunities for growth and strategies that will empower all stakeholders to rise to new levels.
- The Head of School will be a team builder who, in partnership with faculty and staff, shapes the educational experience of students in preparation for 21st century challenges, while highlighting the value of a single gender, faith based education for young women.
- Since its inception in 1851, NDB has been “Preparing Young Women for Life.” The outstanding history and traditions of the Sisters of Notre Dame de Namur exemplify the deep commitment to a life of service to others, embracing the gifts of diversity, equity, and inclusion (DEI) in all their elements. The Head of School will define the next stage of NDB’s DEI commitment, integrating the Hallmarks of a Sisters of Notre Dame de Namur education and values into every facet of school life.
- Building upon its reputation for a first rate academic and values based education, NDB offers an opportunity to expand enrollment from the wider Silicon Valley area.
- NDB sits on a beautiful, historic campus. There are many opportunities to extend and improve the facilities subject to increased profile and fundraising.



QUALITIES AND QUALIFICATIONS

- Dynamic, mission-driven leader who can fully appreciate and articulate the value of a Sisters of Notre Dame de Namur single gender, Catholic faith based education, with a bold vision for the future, who possesses the skills to realize that vision.
- Relatable leader who will affirm the talents and dedication of faculty and staff, encouraging collaboration and growth.
- Visionary committed to leveraging technology that advances and accelerates educational outcomes.
- Charismatic and passionate communicator with experience in cultivating relationships and fundraising to increase the School's ability to enhance scholarships, teacher salaries, and capital improvements to elevate NDB amongst its peers.
- Professional qualifications: a Master's (or higher) Degree in Education, School Administration, and/or a related field or equivalent experience; and a minimum of five years of teaching with administrative and leadership experience.



TO APPLY

Qualified candidates are invited to contact Carney, Sandoe & Associates in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- Cover letter expressing interest in the Notre Dame Belmont's Head of School position
- Current résumé
- One-page statement of educational philosophy and practice
- Five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission)

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