



NEW CANAAN  
COUNTRY SCHOOL

**Director of Studies**  
New Canaan, CT

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New Canaan Country School, a co-ed, independent day school for approximately 600 students in Pre-K (ages 3 & 4) through Grade 9 that aims to form the foundation for happy and healthy adults who make a positive contribution to the world, seeks a Director of Studies. For more than 100 years, New Canaan Country School has embraced— enthusiastically and joyfully— the concept of childhood and the notion that by focusing on the “key 12 years,” ages three through 15, it can provide the essential foundation each child needs for academic, creative, moral and physical development. At the center of Country School’s approach is a belief that rigorous academics can be taught in creative, collaborative and dynamic ways. For students, this approach piques natural curiosity, inspires joy in learning, and elicits the unique, personal strengths of each child. Students progress confidently with the skills necessary to secure success at Country School, in the country's most selective secondary schools and colleges, and beyond. Inclusion, fostering a sense of belonging and close student-teacher rapport are at the heart of our program. The low student/teacher ratio ensures that each student benefits from individual attention in and out of the classroom. The school is mission-driven and embodies its commitment to excellence in academics, character-focused education, athletics, and the arts.



**Carney  
Sandoe**  
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

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The Director of Studies serves as an academic leader of the school, working in concert with division heads and department chairs. The Director of Studies oversees the academic curriculum of the school, championing the philosophy and mission of the school and driving programs that ensure the continuing leadership of the school in the region and in the larger context of prek-9 schools. The Director of Studies reports directly to the Head of School and is a member of the senior leadership team.



## Essential Duties and Responsibilities

The Director of Studies will:

- Oversee the curriculum to ensure student success and the excellence of all academic programs at the school, identify challenges and opportunities, and spearhead new and innovative programs
- Ensure horizontal and vertical alignment of the curriculum, including seeking opportunities for integration
- Manage daily operation of academic operations:
  - Coordinate alignment of parent reporting, and academic standards, curriculum, instruction, and assessment with faculty and instructional leaders
  - Develop the school's daily academic schedule
  - Oversee the process of maintaining academic records on all students
  - Actively participate in the development and coordination of the school's co-curricular and extra-curricular programs.
  - Chair department chair/division head curriculum committee meetings
  - Manage and lead the professional development program for all faculty
  - Partner with Director of Diversity, Equity & Inclusion to build cultural competency within the curriculum
- Establish and manage programs for the orientation of new teachers, for in-service training of all teachers, and for the evaluation of classroom teachers
- Oversee accreditation processes related to curriculum
- Oversee the Apprentice Teacher Training Program and its directors



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## Competencies Required

- An educational philosophy consistent with the mission of the school
- Visionary curricular thinking
- Strong organizational and interpersonal skills; ability to bring people together, to inspire and to work effectively with all stakeholders, including administration, faculty, families, students, and program facilitators
- Excellent verbal and written communication skills
- Strong work ethic and high level of integrity
- Deep understanding of child development and pedagogy
- Bachelor's degree required; Master's degree in education preferred



New Canaan Country School is an equal opportunity employer. Decisions related to hiring, compensation, conditions or privileges of employment and termination are made in accordance with applicable local, state, and federal laws. These decisions are made without regard to race, color, age, sex, sexual orientation, marital status, national origin or ancestry, or disability.

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, [jfaubert@carneysandoe.com](mailto:jfaubert@carneysandoe.com), or Sloane Meyer, [sloane.meyer@carneysandoe.com](mailto:sloane.meyer@carneysandoe.com). Please do not contact the school directly.



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