

DIRECTOR OF COLLEGE COUNSELING SEARCH

THE NIGHTINGALE-BAMFORD SCHOOL

New York, NY
nightingale.org

Start Date: July 2024



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

Nightingale inspires girls to go beyond barriers.

Our vision is for Nightingale students to be joyful learners who have the intellectual depth and the courage to be critical thinkers, compassionate citizens, and agents of their own lives; in doing so, we advance equity for the betterment of all.

To achieve this mission and vision, we will educate girls' minds and hearts by:

- *Infusing their lives with meaningful relationships;*
- *Teaching them to value difference as a source of strength and means of growth;*
- *Empowering them to question the status quo with confidence, empathy, resilience, and reason.*

At a Glance



Founded
1920



Enrollment
706



Financial aid awarded
\$6.5M



Student-teacher ratio
6:1



Students of color
36%



Total faculty and staff
195



Faculty with advanced degrees
73

Lower School enrollment: 234
Middle School enrollment: 227
Uppers School enrollment: 245
Faculty of color: 35
Students receiving aid: 18%

Endowment: \$97.6M
Annual operating budget: ~ \$50M
Student clubs: 82
Opportunities abroad: 13



Overview

Nightingale is more than just a school. It is a vibrant and inclusive community that fosters intellectual curiosity and nurtures every student's potential. Nightingale's founders believed that girls' schools educate girls best, and a purposeful curriculum is a matter of both mind and heart. Over a century later, that guiding philosophy endures through a faculty and professional community that celebrates diversity, champions kindness, and instills a lifelong love of learning. As one faculty member noted, "Nightingale-Bamford is a school on the move," and a mix of tradition, self-reflection, and action orientation is palpable as one walks its halls, observes classes, and engages in conversations with members of the school community. It is also a joyful and connected place that one colleague described as "the happiest place I've ever taught," while yet another voiced that students "have tremendous intellectual capacity and really think about what it means to be in community with one another."

It is in this context that the school's next Director of College Counseling will arrive in the summer of 2024, and the school seeks an educator and leader within the college counseling and college admission profession to join its community and build on the legacy of a well-respected program. The Director oversees all aspects of the program and works collaboratively with the Senior Associate Director of College Counseling to administer a high-touch program built on deep relationships between counselors, students, and families. Students, their parents/guardians, and "procom" (Nightingale's professional community) universally celebrate the current college counseling team's efforts to get to know and support each student, multifaceted connections to the community, and collaborative spirit.

In partnership with their college counselor colleague and others on the Upper School leadership team, the Director will have the opportunity to redesign and expand a four-year program that matches the vision for a larger and even more dynamic Upper School Division and reflects best practices in equitably serving the needs of a diverse student and family population.

Opportunities and Challenges

The Director of College Counseling reports to the Head of Upper School and serves on the Upper School Leadership Team. The Director will also enjoy support from the Head of School, who began his work in independent schools as a college counselor.



Looking ahead, the opportunities, challenges, and priorities for the next Director of College Counseling include:

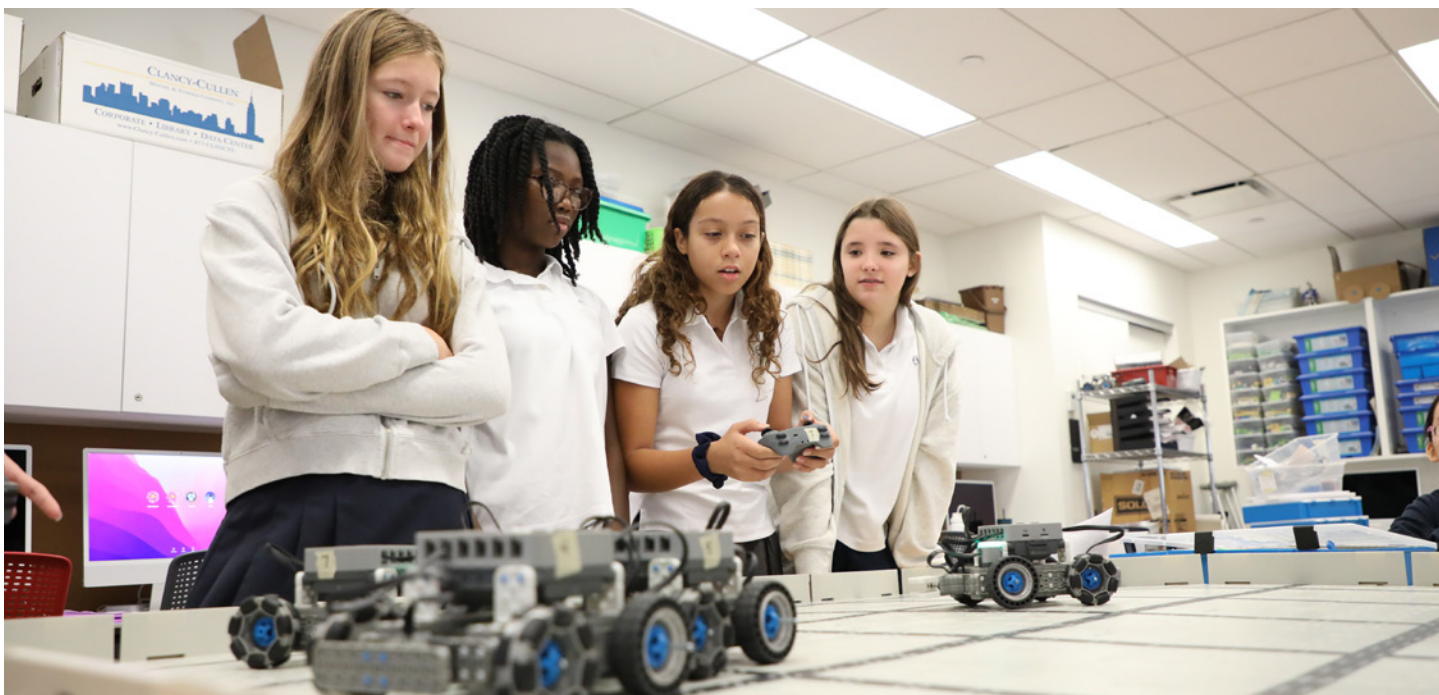
Leading during a time of exploration and expansion. The current college counseling office includes the Director and Senior Associate Director. With 75 students in the current Class IX, the school anticipates hiring another college counselor for the 2024-25 school year. School leadership is exploring ways to provide grade-appropriate academic advising and college counseling to younger students, and the new Director will be an important partner in determining how to best support and educate students and how to evolve the college counseling program.

Developing a road map. Students and their families begin to wonder about the college counseling process as early as middle school, and there is currently limited information about the program available to them. The next Director has the opportunity to partner with the communications team to develop the program's website page and, with Upper School leadership, to develop a road map and provide more information to students and their families about what to expect from the college counseling program as they journey through the Upper School.

Helping to share Nightingale-Bamford's stories and strengths. Parents celebrate Nightingale's focus on kindness, community, and integrity, but would also like to spotlight its intellectual and academic strengths. The next Director has the opportunity to continue to develop and articulate Nightingale's compelling programs and share the stories of its bright, dynamic, and community-oriented students with college and university admission officers and the broader community.

Assessing and refining the program and its resources. As Nightingale's student body continues to grow and include families from a broader range of backgrounds, the next Director of College Counseling has the opportunity to reflect upon current programming and tools and to assess if the team and their students have access to the tools, data, and information needed to make informed and thoughtful decisions through the college search and application process.

Providing perspective on the college admission landscape. Nightingale's "procom" is eager to support their students and continue its collaborative work with the college counseling team. Given the many changes in the college admission landscape, the next Director may seek opportunities to educate and update their colleagues' understanding of the college search and application processes.



Qualifications and Personal Attributes

Strong candidates will possess:

- An in-depth knowledge of colleges and universities, a strong understanding of the evolving college admissions landscape, and a robust network and reputation for their integrity within the college admission and college counseling profession.
- An orientation toward thinking creatively and boldly about college counseling programs and programming to align with a school community that is committed to evolving its practice.
- Significant commitment to diversity, equity, inclusion, and belonging, including a vision for continuing to evolve and grow a differentiated and equitable college counseling program that meets the needs and aspirations of the school's individual students and families.
- A desire to work intensively and collaboratively with Upper School students and their parents, eagerly welcoming conversations and encouraging interaction among students, parents and caregivers, and the college counseling office.
- Strong intellectual engagement and emotional intelligence.
- Strong analytical and informative writing skills, including the ability to craft individualized letters of recommendation and communications about the college search process and college counseling program to the school's students and families.
- The ability to deliver clear, dynamic, educational, and confidence building presentations to students, parents and caregivers, and colleagues.
- A collaborative leadership and developmental management style for their team.
- An ability to engage students in a classroom setting and teach a course geared towards the college search and application process.
- Active participation in local and national associations relevant to the profession, including NACAC, College Board and ACCIS, as well as interest in attending college tours and networking with colleagues in college counseling and college admissions.
- A palpable and infectious sense of joy in working with students and being an engaged member of a school community.

Learn More

Click on the links below to learn more about The Nightingale-Bamford School.

[School Website](#)

[School Profile](#)

[Strategic Plan](#)

[College Matriculation](#)

[Diversity, Equity, and Inclusion](#)

[About New York, New York](#)



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:

- A cover letter expressing their interest in this particular position;
- A current résumé;
- Writing samples: two redacted letters of recommendation written about former or current students and another sample of a communication piece directed at parents or community;
- 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:

Jennifer Wong Christensen

Senior Consultant

jennifer.christensen@carneysandoe.com

Chris Boyle

Consultant

chris.boyle@carneysandoe.com

The full-time equivalent salary range for this position is \$190,000 - \$250,000. The starting salary is based upon, but not limited to, several factors that include years of experience, education level, and expertise.