

ASSISTANT HEAD OF SCHOOL SEARCH

SHERIDAN SCHOOL

Washington, DC

sheridanschool.org

Start Date: July 2024



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

Sheridan School's mission is to create an inclusive, vibrant learning community. We take joy in learning, show kindness and empathy towards others, embrace new experiences and ideas, and continually seek a deeper and fuller understanding of the world. We seek to inspire self-knowledge, intellectual discipline, and personal integrity in our community members. At both our city and mountain campuses, the Sheridan community challenges itself to live the ideal of respect for oneself, others, and the environment.

Diversity Vision

We believe that a diverse and inclusive learning environment is integral to achieving academic excellence. Sheridan's commitment to diversity is grounded in our school mission and the principles of progressive education. We offer a curriculum that promotes social justice and challenges prejudice, within a school culture that embraces and celebrates difference. We recognize and value the experiences that diversity of gender, race, ethnicity, religion, sexual orientation, socio-economic class, family structure, age, and ability within our school community contribute to a Sheridan education. We ultimately strive to prepare our students to understand the nature of a complex world and to thrive in a multicultural global society.

Key Learning Principles:

Through Sheridan's progressive approach to education, students are engaged and driven by what they learn. To nurture and challenge all learners, Sheridan School:

- Educates the whole child: intellectual, social, physical, and emotional;
- Creates a safe learning environment in which students feel known and understood;
- Fosters close, supportive relationships between all members of the community: families, teachers, administrators, staff, and students;
- Maintains high academic standards while respecting the pace of child development;
- Challenges students to think critically, creatively, and conceptually;
- Provides hands-on, engaging, authentic learning experiences that challenge students to wrestle with big ideas and their own assumptions;
- Embraces collaborative learning;
- Challenges prejudice, embraces difference and teaches children to view the world from multiple perspectives;
- Supports students' inquiry and self-reflection;
- Emphasizes the learning process; and
- Provides specific, ongoing feedback on students' learning and personal growth.



At a Glance



Established
1927



Enrollment
221



Total faculty
34



Student-teacher ratio
7:1



Students of color
41%



Financial aid awarded
\$1.46M



Endowment
\$7.82M



DC Campus size
1.6 acres

Total employees: 68
Faculty of color: 30%

Students receiving aid: LS 23%; MS 32%
Annual operating budget: \$9.6M



Overview

The Sheridan School, located in our nation's capital, offers a truly progressive education with fierce commitments to belonging and joyful learning. Here, students from all four quadrants of DC, Montgomery, and Prince George's counties in Maryland, and communities in Northern Virginia feel known, safe, and understood throughout the important K-8 developmental years they spend at Sheridan.

For nearly a century Sheridan has developed learners and leaders through an intentionally challenging and supportive integrated curriculum. Faculty and staff are passionate, energetic, and nurturing professionals who embody the Sheridan mission and values. These highly qualified educators empower students to frame questions; seek answers; and develop creativity, critical thinking skills, and global awareness. Sheridan students become engaged, socially aware individuals and graduate more than prepared for the complexities of the future; they are leaders prepared to make meaningful change. Sheridan's strengths include its welcoming, open environment, its commitment to respect, and its willingness to engage with issues of equity and justice.

Sheridan School seeks an experienced, dynamic educational leader as its Assistant Head of School to start in July 2024. This is an exciting time to join the Sheridan community, as the School nears its centennial, begins work on a new strategic plan, and launches a campus renovation. A senior administrator reporting to the Head of School, the Assistant Head of School is an institutional and instructional leader with a background in and passion for progressive education with a social justice lens. The Assistant Head ensures fidelity to the School's commitment to diversity, equity, inclusion, justice, and belonging; leads the Student Support Team; works with the Director of Curriculum & Instruction and division heads to support curricular alignment across grades and programs; supports the development of systems that will ensure smooth day-to-day operations; and serves as a strategic thought partner to the Head of School. Direct reports are likely to include the Director of Experiential Education, Assistant Director of DEIJB, Director of Curriculum & Instruction, Director of Student Support, and Counselor. This is an exceptional opportunity to join the leadership team in a forward-thinking school with an unwavering commitment to a progressive model of individualized, student-centered education and a passion for building a more peaceful and equitable world.



Opportunities and Challenges

Sheridan is in a strong position with a well-respected program, seasoned faculty, unique urban and mountain campuses, and full enrollment. The academic program is true to the school's progressive roots and includes vibrant experiential and outdoor education programs, well developed community engagement, and a commitment to social justice. The community is inclusive and connected, and every child is known, seen, and valued. The ideal Assistant Head will be an exceptionally organized systems thinker who will develop and strengthen processes across the school; lead critical areas of school life including the academic program, DEIJB, and student support; and relish the opportunities for connection and engagement in a small school community.

The priorities, challenges, and opportunities ahead include:

- Leading the staff and faculty to review the arc of the academic program, ensuring alignment and programmatic cohesion across all grades, and supporting teachers in their design of curriculum and instruction that are consistent with current best practices;
- Furthering academic, programmatic, and community throughlines K-8, while maintaining and respecting the distinct identities of the Lower School and Middle School;
- Refining and deepening Sheridan's DEIJB programming in support of students, parents, and employees and bringing an equity lens to academic and operational systems across the school;
- Sharing responsibility for shaping and supporting a relatively new senior administrative team to maximize the collective strength and utilization of each member's talents;
- Working in partnership with division heads to recruit, hire, support, and retain exceptional faculty and staff;
- Shaping systems to support educators in their practice, providing clear expectations, feedback, and avenues for growth;
- Carefully considering program, systems, and space needs in the context of a facilities renovation;
- Nurturing an even deeper sense of employee community and collaboration; and
- Serving as a thought partner to the Head of School.



Desired Qualities and Qualifications

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

Professional Qualifications

- Deep appreciation and affection for the joys of a K-8 community; the heart of a teacher who celebrates and nurtures the development of Lower and Middle School children;
- Understanding of evolving best practices in curriculum, instruction, and assessment in the support of a progressive pedagogy with a strong diversity and social justice lens;
- Personal and professional commitment to diversity, equity, inclusion, social justice, and belonging and the requisite skills to support a diverse student body and faculty and to facilitate critical conversations in the design of ever more inclusive culture, curriculum, and programs;
- The ability to develop and articulate vision and strategy and the tactical skills to manage the systems and processes necessary to implement program growth; and
- Experience leading and managing adults in a complex program or organization.

Leadership Style

- A collaborative leadership style built on approachability, responsiveness, and transparent communication;
- Nimbleness in working as both a leader and a manager;
- Strong sense of and confidence in one's talents, with an understanding of how to step back to leverage and support the strengths of others, bringing people together in support of a shared goal; and
- The confidence and humility to advocate for new ideas, invite disagreement, and welcome feedback.

Personal Qualities

- Alignment with Sheridan's mission and vision, including a fundamental belief in the joy of working with young children;
- Exceptional interpersonal skills and the ability to communicate with inspiration and clarity across a wide range of stakeholders; and
- Eagerness to engage actively with students, faculty, staff, and parents and willingness to prioritize visibility amidst the demands of a busy schedule.

Learn More

Click on the links below to learn more about Sheridan School.

[School Website](#)

[High School Placement](#)

[Community at Sheridan](#)

[About Washington, DC](#)

[Mountain Campus](#)



To Apply

Interested candidates are asked to submit the following materials as **separate PDF documents**:

- A cover letter expressing their interest in this particular position
- A current résumé

As the process moves forward, selected candidates may be asked to submit:

- Responses to writing prompts specific to this search
- 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)

Candidates are invited to contact the consultants in confidence and to submit a résumé and cover letter to:

Heather Flewelling

Consultant, Chief Talent Officer

heather.flewelling@carneysandoe.com

Marsha Little

Senior Consultant, Director of Professional Learning and Development

marsha.little@carneysandoe.com