

# HEAD OF SCHOOL SEARCH

## ST. JEAN BAPTISTE HIGH SCHOOL

New York, New York

[stjean.org](http://stjean.org)

Start Date: July 2024



**Carney  
Sandoe**  
& ASSOCIATES

[CARNEYSANDOE.COM](http://CARNEYSANDOE.COM)

# Mission Statement

Jean Baptiste High School develops women of faith, service, and leadership and empowers the whole community to participate actively in the transformation of society for a more just world.

## At a Glance



Established  
1929



Total enrollment  
~330



Student-teacher ratio  
12:1



Students of color  
96%



Total faculty  
22



Financial aid awarded  
\$1.5M



Faculty with advanced  
degrees  
68%

Faculty of color: 23%

Students receiving aid: 88%

Endorsed scholarship fund: \$500,000

Annual operating budget: ~\$4.5M





## Overview

Located in a beautiful and pristine school building on New York City's Upper East Side, St. Jean Baptiste High School is a Catholic, college preparatory learning community that has proudly educated young women of diverse strengths and backgrounds since its founding in 1929. Rooted in the spirit and vision of St Marguerite Bourgeoys, the St. Jeans experience seeks to develop women of faith, service, and leadership, ready to contribute to the transformation of society for a more just world. Central to this is both the academic rigor and the partnerships St. Jeans has created with marquee New York City institutions for real-life experiences. "Jeanites" can be found at Lenox Hill Hospital, Weill Cornell Medical School, JP Morgan, Columbia University, and the Whitney Museum, to name just a few of the programs that prepare graduates to excel in college, in their professions, and as citizens and leaders. St. Jean students exude a unique pride in school and place, where they exuberantly embrace each new Jeanite, and together, grow in confidence and competence, reinforcing what students, faculty, and alumnae call the "Jeanite spirit," a sisterhood in which lives are transformed and humility and aspiration live in harmony.

As the School nears its 100th birthday and celebrates the leadership and legacy of its long-serving and beloved Principal, it remains grounded in and inspired by its commitment to the moral and intellectual development of every student, including students of all faith traditions. Impressively, an array of sources – from SJB-based scholarship awards to the external Student Sponsor Partners and more – provide tuition support for nearly all students, who in return dedicate themselves wholeheartedly to their studies, to each other, and to their school. As seen in its ["Profile of our Students"](#) (A Woman of Academic Excellence, A Woman of Faith, A Woman For Others, A Woman of Personal Strength and Courage, and A Woman Oriented to the Future), St. Jean Baptiste has a clear vision for its students, supported by its [Flagship Programs](#), a dedicated faculty, and high expectations for the character and intellect of every student that results in 100% of students being accepted into an impressive array of the finest colleges and universities. A parish high school within the Archdiocese of New York, SJB also has a dedicated Board of Trustees that enjoys a supportive relationship with both St. Jean Baptiste Church and the Archdiocese.

Led by that Board and a dedicated Search Committee, St. Jean Baptiste High School seeks a dynamic, faith-filled leader driven by a growth mindset as its next Head of School to begin July 2024.



The successful candidate will be a superb communicator, strategic thinker, and team-builder who will embrace the school's distinctive mission and culture while broadening its reputation, increasing enrollment, strengthening its fundraising, and bringing innovation to its academic program for a thriving future. In skills, faith, and temperament, the next leader must have demonstrated the capacity to offer a compelling vision, to unite the faculty and staff, students, and broader community in common cause and purpose, and to guide the school to an even more dynamic, inclusive, and prosperous next chapter.

## Opportunities and Challenges

This unique opportunity - to begin July 2024 - will attract a leader who embodies St. Jean Baptiste's inclusive Catholic values, who is dedicated to changing the lives of deserving girls and their families, and who can chart a course toward the growth of the schools' 100-year legacy. Densely proud of its history and traditions, St. Jean Baptiste seeks to develop the most dynamic teaching and learning practices while growing its enrollment and philanthropic giving. And so, the school poises itself to strengthen its foundations while growing toward a vibrant future.

With these dynamic elements in play, St. Jean Baptiste's next Head of School will need to:

- Understand, champion and integrate the St. Jean Baptiste mission, Catholic values, and the unique blend of kindness and pride exuded by its students
- Raise the profile of SJB, reaching existing and new audiences by effectively communicating the story of St. Jean Baptiste in the greater New York market
- Drive growth in enrollment, in fundraising, and in relationships with key audiences including students, faculty and staff, parents, alumnae, parishioners, donors, and the local neighborhood
- Inspire and invest in the development of faculty, staff, and the senior administrative team while holding them to the highest standards of an exceptional school
- Develop and promote academic and co-curricular programs that differentiate SJB from its competitors
- Vigorously and genuinely center and celebrate SJB's diversity while making the school a destination of choice for families in its immediate neighborhood
- Model and practice active listening and a growth mindset while ensuring consistency, clarity, and effectiveness in internal communications and processes
- In addition to nurturing the school's strong relationships with St. Jean Baptiste Church, actively build new and strengthen current relationships with Catholic and other sponsor organizations





## Qualifications and Personal Attributes

- A proven, collaborative, and faith-filled educational leader who excels at building teams, building key competencies, and leading faculty
- An energetic ambassador who will be the school's persuasive public champion and spokesperson on and off campus
- A practicing Catholic and passionate believer in a single sex, girls school environment who can compellingly articulate its benefits
- A demonstrated capacity to think strategically and execute plans for growth and improvement
- An active listener who inspires trust through authenticity, shared accountability, and the capacity to be both compassionate and decisive
- A strong fundraiser/friendraiser who is relatable, approachable, and comfortable asking for financial contributions
- Outstanding interpersonal skills to communicate effectively with diverse constituencies
- An inspiring mix of personal humility, drive, and ambition for the school
- A deep belief in transforming students' lives and preparing them for the world
- Experience working with a board of trustees and supporting best practices in governance

# Learn More

Click on the links below to learn more about St. Jean Baptiste High School.

[School Website](#)

[College Matriculation](#)

[Profile of a St. Jean student](#)

[About New York, New York](#)

[Flagship Programs](#)



## 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 compelling cover letter expressing their interest in this particular position;
- A current résumé;
- 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:

**Mark Davis**

Senior Consultant

mark.davis@carneysandoe.com

**Beth Dietz**

Consultant

beth.dietz@carneysandoe.com

*The approximate full-time equivalent salary for this position is \$275k. The starting salary might be higher, however, based upon, but not limited to, several factors that include years of experience, education level, expertise, and track record.*