

MIDDLE SCHOOL HEAD SEARCH

STONE RIDGE SCHOOL OF THE SACRED HEART

Bethesda, Maryland
stoneridgeschool.org

Start Date: July 2025



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

Stone Ridge School of the Sacred Heart inspires young women to lead and serve through lives of purpose that integrate faith, intellect, community, social action, and personal growth in an atmosphere of wise freedom.

Philosophy

The philosophy of Sacred Heart education is framed by the assumption that education is transformational because students and educators are engaged in learning for the purpose of coming to self-understanding as those loved by God. Such self-understanding is not possible without intentional formation in critical thinking. Committed to educating to a deep respect for intellectual values, Schools of the Sacred Heart develop curricular and student life programs based on educational research and on-going evaluation. The intention is to inspire students both with a life-time long love of learning and a sense of hope.

At a Glance



Established
1923



Middle School enrollment
250



Total enrollment
790



Students of color
35%



Middle School faculty
37



Total faculty
118



Faculty with advanced degrees
81%



Student/teacher ratio
6:1



Annual operating budget
\$37 million



Endowment
\$38 million



Financial aid awarded
\$4.7 million



Students receiving aid
33%



Overview

Stone Ridge School of the Sacred Heart, located on a beautiful 35-acre campus just outside of Washington, DC in Bethesda, Maryland, is seeking a Head of Middle School effective July 1, 2025. The Head of Middle School is responsible for the overall academic and spiritual leadership of the Middle School, which enrolls more than 250 girls in Grades 5-8.

A member of the international Network of Sacred Heart Schools, Stone Ridge is a Catholic, independent, college preparatory school for girls in Grades 1-12, with a coeducational Early Childhood Program, Pre-Kindergarten, and Kindergarten and an overall enrollment of 790 students. The Sacred Heart philosophy characterizes education as a transformational activity, with students and their teachers “engaged in learning for the purpose of coming to self-understanding as those loved by God.” Within those institutional and philosophical contexts, Stone Ridge views Middle School as a time of particular transition, a time of growth, curiosity, and development as girls begin to discover their interests and their potential to take on the world. The Middle School faculty and the programs they shape, which demonstrate a deep respect for intellectual values in their level of rigor and student engagement, strive to cultivate students’ enthusiasm at every turn, encouraging them to explore new ideas, experiences, and perspectives.

The Head of Middle School, who reports to the Head of School, plays a critical role as the educational leader of the division, in its day-to-day operations, and in the lives of its students as well as in ensuring congruence between the Middle School and the vibrant mission of Stone Ridge as a member of the Administrative, Management, and Academic Leadership Teams. The Head of Middle School is the chief articulator of that division’s programs, expectations, behavioral guidelines, and other information necessary to ensure that all constituencies are fully informed.

Stone Ridge, which celebrated its Centennial in the 2022-2023 school year, grounds its program in the Five Goals of Sacred Heart Education: A personal and active faith in God, a deep respect for intellectual values, a social awareness that impels to action, the building of community as a Christian value, and personal growth in an atmosphere of wise freedom. Drawing strength and purpose from a history that continues to animate the institution today and a determination to embrace curiosity, creativity, innovation, and evolving trends in education, the Middle School uniquely serves girls with a hands-on, inquiry-based curriculum as they navigate new landscapes of learning. The Head of Middle School position should be particularly attractive for an exceptional educational leader who recognizes the power of educating girls and young women in an environment shaped by the Catholic identity and Sacred Heart philosophy of Stone Ridge and is prepared to maintain and enhance the division’s vibrant and dynamic spirit.



Opportunities and Challenges

Encompassing Grades 5-8, the Middle School is an energetic place where the Stone Ridge mission and the Sacred Heart Goals and Criteria shape all aspects of school life from academics to extracurricular activities. Located in the main academic building, the Middle School is largely self-contained, with its own faculty (only music has cross-divisional teachers), counselor and learning specialist, library, and art room, allowing the division to focus fully on the education of girls during this important developmental stage. Under the current Head of Middle School, the division has strengthened significantly and is now fully enrolled, with a talented and dedicated faculty eager to explore the best instructional and programmatic approaches for their students. The next Head of Middle School has the opportunity to build on important mission and identity work already done as a Catholic, all-girls' school and, in that context, to nourish the ongoing development and implementation of an academic plan, which will continue in collaboration with the new Assistant Head of School for Academics as well as the other two Division Heads, the Academic Leadership Team, and Kindergarten-Grade 8 department chairs.

The next Head of Middle School will be working with a strong and committed faculty that is eager to grow and has valued the leadership of the current Head of Middle School. The new Head will have the opportunity to continue to support the faculty in ways that encourage ongoing and intentional professional growth in a context of care for them as individuals.

The new Head of Middle School will have the opportunity to work with the other Division Heads and the new Assistant Head of School for Academics to further strengthen the Middle School curriculum as a key part of a coherent Kindergarten-Grade 12 program, encouraging a student-centered approach and curriculum, instruction appropriate for the wide developmental range evident in Grades 5-8, and the ongoing implementation of strategies that meet the needs of neurodiverse students. This initiative will include creating more connections with both the Lower School, which is currently more progressive in approach, and the Upper School, which is currently more traditional, and staying current with emerging educational trends, especially AI and the use of technology more generally.

Part of the curriculum work will involve continued attention to the transitions between divisions. While considerable progress has occurred relative to the transition from Grade 4 to Grade 5, still more needs to be done to smooth out students' movement from Lower School to Middle School. While not as pressing, there needs to be continued attention to the transition from Grade 8 to Grade 9.



Deeply rooted in Roman Catholic social action, the Sacred Heart Goals and Criteria emphasize the value and potential of every person and educating “to a social awareness which impels to action,” all of which undergirds a commitment to diversity, equity, inclusion, and belonging. The new Head of Middle School will have the opportunity to increase the number of faculty of color to better reflect the student body. Just as importantly, the new Head of Middle School will have the opportunity to consider the experience of teachers and students of color with the goal of increasing retention within both groups.

The new Head of Middle School will want to engage deeply in both the admission and retention processes, with the goal of maintaining the current full enrollment. The new Head of Middle School will foster positive relationships between parents and the school through care for their children, compassion, high program standards, and strong, clear communication. Finally, the next Head of Middle School will continue to uphold high behavioral standards while actively embracing and valuing student voices.

Qualifications and Personal Attributes

Working collaboratively with colleagues, the Head of Middle School observes and evaluates divisional faculty in the development and implementation of curriculum; makes recommendations to the Head of School regarding the hiring, retention, and assignment of faculty; and develops plans for meeting every learner’s needs in conjunction with learning support teams. The Head of Middle School oversees and guides divisional activities, including co-curricular and extra-curricular programs; works closely with the Director of Enrollment Management and the Admissions Team to attract, admit, enroll, and retain students; and maintains regular communication with parents about the life of the division.



The strongest candidates will offer most or all of the following qualifications and qualities:

- Prior leadership experience in a Catholic school and/or deep knowledge of Catholicism, the Catholic community, the Archdiocese of Washington, and Sacred Heart education.
- Meaningful administrative and/or teaching experience at the middle school level.
- Demonstrated understanding of and commitment to animating the school’s mission, including its values around diversity, equity, and inclusion.
- Demonstrated cultural competence and experience designing pedagogy and curriculum from a framework of cultural sensitivity and understanding.
- Knowledge of current research and best practices in all-girls’ educational environments.
- A commitment to understanding and ongoing learning around evolving trends in education, including research in neurodiversity, mental health, and artificial intelligence.
- Knowledge of and experience with the Understanding by Design framework as well as other experiential, inquiry-based, and design-thinking pedagogies.
- Demonstrated experience evaluating, supervising, and supporting a diverse faculty with an ability to coach and mentor faculty at all stages of their careers.
- Excellent writing, editing, and communication skills.
- Demonstrated ability to think strategically as part of a school’s Administrative Team, particularly around the advancement of curriculum initiatives in alignment with broader institutional goals.
- A growth mindset and commitment to ongoing professional development, one’s own and that of others.
- A spirit of creativity, collaboration, and enthusiasm for this important work.
- Strong organizational, analytical, and project-management abilities.
- Excellent interpersonal skills, including the ability to interact with various stakeholders.
- An advanced degree in a related field.
- Experience in an all-girls’ school is preferred, though not required.

Learn More

Click on the links below to learn more about Stone Ridge.

[School Website](#)

[School Profile](#)

[School Philosophy](#)

[About Bethesda, Maryland](#)

[Strategic Plan](#)

To Apply

Stone Ridge is partnering with Carney, Sandoe & Associates in the search for Head of Middle School. Candidates are invited to contact the CS&A consultants, below, in confidence, and to direct all inquiries and materials to them. Please do not contact the school directly.

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

- A cover letter expressing their interest in and preparation for this particular position. The cover letter should explain how the candidates' background and experiences have prepared them for this opportunity, aligning experiences and skills with Stone Ridge's mission and aspirations for the Head of Middle School position.
- A current resume.

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

- Writing samples specific to this search.
- A list of five professional references with name, relationship, phone number, and email address (references will not be contacted without the candidate's permission).

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The full-time equivalent salary range for this position is \$125,000-\$155,000. The starting salary is based upon, but not limited to, several factors that include years of experience, education level, and expertise. Stone Ridge offers competitive benefits, including health, dental, and vision insurances; generous vacation, holiday, and sick time; 403(b) contribution; long and short-term disability; and life insurance.