VP, Learning Strategy & Professional Education

Start Date: July 2020

www.TABS.org

The Association of Boarding Schools
Asheville, North Carolina

Carney Sandoe & Associates
The Association of Boarding Schools (TABS) is the premier resource for boarding school education and educators. As a not-for-profit membership association, it serves roughly 225 boarding schools across the United States, Canada, and abroad. TABS hosts an annual conference, as well as other site-based and online workshops and symposia; produces industry research; and has a robust website for educators at TABS.org—and for families at BoardingSchools.com. In 2017, TABS launched ReadyForMore.com specifically for students and families first investigating boarding school.

Boarding school offers an extraordinary academic experience filled with adventure, challenge, fun, diversity, acceptance, and community and leads to a lifetime of opportunities for students. To further its mission of helping boarding school leaders, faculty, and staff become ever-more effective in their professional roles and helping boarding schools become even stronger institutions, TABS is seeking a VP, Learning Strategy and Professional Education, effective July 2020.

The incoming VP, Learning Strategy & Professional Education will serve as the Chief Learning Officer for TABS. In this newly-created position, she or he will be charged with developing a strategic and coherent portfolio of educational programs and resources to address the learning needs of the adults who work in TABS member schools. The VP, Learning Strategy & Professional Education will serve as a member of the senior management team and as a close advisor to the Executive Director. This is an exceptional opportunity to bring an entrepreneurial, creative, and strategic mindset to the work of supporting professionals, leaders, and educators in hundreds of schools across the country and around the world.

Mission and Vision

The Association of Boarding Schools (TABS) serves college-preparatory boarding schools in the United States, Canada, and around the globe. The Association leads a domestic and international effort to promote awareness and understanding of boarding schools and to expand the applicant pool for member institutions. TABS is the comprehensive, indispensable resource for educators seeking training, research, guidance, and support on all issues pertaining to the residential school experience. TABS is also the voice for independent boarding schools, their historical contribution to our world, and the current and compelling benefits of living and learning in an academic community.
PROFESSIONAL DEVELOPMENT

TABS regularly innovates and expands the ways in which it helps boarding schools realize their own missions. The association hosts several professional development programs every year, with each program having a distinct focus tailored to a specific audience. These programs provide a range of opportunities for school personnel, administrators, educational consultants, and educational non-profits.

The below list provides a sampling of current and recent professional development offerings.

TABS Annual Conference
This popular event continues to be the leading education conference for boarding school heads, deans of admission, residential life specialists, faculty, and staff.

TABS Res Life Leadership
This long-running workshop is designed to engage the more seasoned residential life teams. The workshop occurs over three concentrated days and helps each team develop and refine a functional residential life mission and strategy for their school.

NAIS-TABS Legal Symposium
The Symposium is designed for trustees and school administrators of all kinds to learn about the pressing legal issues facing today’s schools. The event includes workshops on specific topics, panel presentations, and roundtable discussions.
TABS Marketing Retreat
This marketing and communications program offers participants an opportunity to strategize, brainstorm, and think through marketing projects with peers who face (or have faced) similar challenges. This retreat complements the direct marketing and student recruitment programs TABS sponsors.

eTABS Online Learning (new)
Whether participants are involved in residential life, admission, finance, or development, eTABS will be offering a variety of courses to suit leaders’ professional learning needs as they work towards specific goals on their own schedule.

Summer Session
TABS Summer Session features an integrated suite of professional development workshops, including This Is the Life! Boot Camp, Admission Academy, ResLife Academy, and New Teacher Institute.

RESEARCH AND RESOURCES

For its Members and Subscribers, TABS provides original and collaborative research, along with timely news and resources related to TABS and boarding school education, practice, and policy.

The Association’s unique research-related resources include:

- An online library of 10,000+ policies drawn from schools’ student and staff handbooks;
- Access to TABS statistical reports and other custom research, accessible through the new TABS Community Portal;
• A centralized collection of valuable links that provide resources on topics ranging from Emergency Management to Tuition and Tax Credits;
• A blog that features a broad range of constituents from the Boarding Schools community sharing their insights, reflections, and inspirations.

COMMUNITY

TABS is the association of record for university-prep boarding schools in the U.S. and Canada. Its 225 member schools represent the substantial majority of eligible institutions in North America, encompassing the community’s most prestigious schools sporting global brands; its smaller, and often historic, regional schools; and unique gems of every size doing wonderfully creative work with young people.

ASHEVILLE, NORTH CAROLINA

The TABS offices are conveniently located in downtown Asheville, a thriving city in western North Carolina’s Blue Ridge Mountains.

Asheville features a fun and eclectic downtown (there are 30-plus art galleries downtown alone) and offers the amenities of a big city including a burgeoning culinary scene, a thriving live music scene and, of course, the awe-inspiring scenery of the Appalachian Mountains. The city has won numerous accolades as one of the top places to live in the country. Asheville is, indeed, the ultimate playground.
Asheville provides breathtaking natural and man-made beauty. The city enjoys a temperate, fourseason climate, with warm summers and mild winters. The scenic Blue Ridge Parkway winds along the highest ridge of the Southern Appalachians and serves as the gateway to incredible outdoor adventure and breathtaking mountain vistas. Part of the National Park Service, the 469-mile ribbon of road weaves around the peaks of the stunning Blue Ridge Mountains to connect Shenandoah National Park (Virginia) and Great Smoky Mountains National Park (North Carolina). Asheville enjoys a dramatic display of fall foliage.

Asheville is celebrated for a vibrant arts scene and historic architecture, as well. The Downtown Art District is filled with galleries and museums, and in the nearby River Arts District, former factory buildings house artists’ studios. Visitors and locals love to take a stroll through the bustling entertainment hub in the heart of Asheville, which is brimming with independent shops, farm-fresh eateries, and a remarkable mountain vibe. When downtown, you can find live music of nearly every genre at nearly every hour. As the locals say, there’s always something to explore in Asheville.

OPPORTUNITIES, AND CHALLENGES

The priorities, opportunities, and challenges for the next VP, Learning Strategy & Professional Education include:

• Identifying the most pressing learning needs for member schools and designing learning opportunities that address those needs, with an eye towards best practices in adult learning and current educational research.
• Positioning the professional learning opportunities at TABS as distinct from those offered by other
school associations and school-partner organizations.

- Moving beyond traditional delivery methods for professional learning to take full advantage of opportunities for digital, in-person, remote, peer-to-peer, formal, informal, and just-in-time professional development.
- Designing professional learning opportunities attuned to the wide diversity of member schools and the varied needs of the professionals and educators working in these schools.
- Maintaining an educator’s heart while operating with a business mind.
- Identifying opportunities for strategic partnerships that can support TABS’ learning functions and overall organizational mission, vision, and strategy.

**CORE RESPONSIBILITIES**

The VP, Learning Strategy & Professional Education will serve as a member of the organization’s leadership team, reporting directly to the Executive Director, collaborating closely with other members of the TABS team, and supervising a small team dedicated to TABS’ professional development programming.

The VP, Learning Strategy & Professional Education:

- Sets and executes the strategic vision for the learning function of TABS.
- Plays a leadership role envisioning, creating, and developing school-based, site-based, and online professional education programming spanning orientation, training, ongoing skill growth, and executive leadership development.
- Brings an entrepreneurial mindset to identifying the learning needs of member schools, designing
learning solutions to meet those needs, and assessing the efficacy and impact of those solutions.

- For each learning program and for the overall learning portfolio, partners with the Finance & Operations team to develop the business model, create the budget, plan logistics, and execute; and with the Brand Communications team to develop the audience profile, the marketing vision, and the outreach plan.
- Deepens the association’s expertise in areas of school policy and practice; the residential experience; the operating and legal environments for boarding schools; and diversity, equity, and inclusion, among other subject matter areas.
- Introduces frameworks, curricula, and scope and sequence in key learning priorities; this work may include researching, evaluating, and recommending potential credentialing, badging, or certification work for individuals or schools, commensurate with TABS’ mission and the declared interests of the membership.
- Commissions and edits evidence-based white papers and best practice guidelines on relevant subjects.
- Participates in Board meetings and serves as the chief liaison to the Professional Education & Resources Committee of the Board.

**Desired Qualities and Qualifications**

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

**Professional Qualifications**
- A master’s degree or other advanced degree and evidence of a commitment to lifelong learning.
- Significant experience in school administration, preferably in a boarding school environment,
and a nuanced understanding of the complexities of boarding school life and work.

- Experience and proficiency in workplace learning and/or creating learning programs for adults.
- Business acumen and the ability to manage complex projects and processes.
- Fluent consumer of research and data.
- A solid understanding of the uses of technology for the development of knowledge and learning platforms.

**Leadership Style**

- A collaborative, consensus-building leader who actively solicits input and asks powerful questions; builds relationships first; listens well; communicates with inspiration and clarity; and effectively delegates and empowers other team members.
- Communicative, approachable, relational, and responsive.

**Personal Qualities**

- A generative and creative thinker who can imagine possibilities.
- An analytical and systems thinker, who can define problems and identify potential solutions.
- A strategic thinker who is nonetheless able to deftly manage the systems and processes necessary to implement strategy.
- A natural connector of people with a well-developed professional network, who enjoys the synergy that comes from collaboration.
- Enthusiasm for the work of professional learning and growth.
- Openness to new ideas and intellectual “give and take” towards building buy-in and commitment.
- The cultural competence necessary to support a diverse community of adults working at a wide range of member schools.
- Warmth, high EQ, and a sense of humor.
To Apply

Interested candidates should submit electronically in one email and as separate documents (preferably PDFs) the materials listed below. NOTE: Finalists will be asked to submit a sample work product and writing sample specific to this role.

Submit:

• A cover letter expressing their interest in this particular position;
• A current résumé;
• A list of five professional references with name, title, organization, phone number, and email address of each (references will not be contacted without the candidate’s permission) to:

Lawrence Alexander  
Search Consultant  
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