



**Director of School & College Counseling
Ursuline Academy— Dedham, MA
July 2022**

For 75 years, Ursuline Academy has encouraged young women to push past their expectations of themselves. Steeped in an environment of encouragement, support, and faith, students feel free to discover every part of their being, to be both bold and compassionate, and to find what gives them joy. In a tradition combining the best of all-girls and Catholic schools, they emerge as women of integrity who engage in their communities with purpose and presence.

Rooted in Catholic values and academic excellence, Ursuline Academy is guided by the principles of St. Angela Merici, who founded the Ursuline order. Over nearly 500 years, the Ursuline Sisters have become known for innovation, bold advancements, and contributing to the betterment of their communities and the world. It is against this backdrop that Ursuline Academy, a stable and vibrant school, aspires to cultivate a confident and courageous community of highly motivated young women. By combining the focus of each individual student's heart, will and intellect, with the support of the entire community, students at the school are empowered to explore their personal boundaries and live beyond them. The school community welcomes students of all faiths.

Ursuline Academy Mission

An independent Catholic school for young women in grades 7-12, Ursuline Academy fosters respect, compassion, intellectual curiosity, and a commitment to service. Inspired by the legacy of St. Angela Merici, our students grow to be women of integrity who engage in their communities with purpose and presence. We live with faith, courage, and joy.

Ursuline Academy, located in Dedham (settled 1635), 11 miles southwest of Boston, is home to nearly 370 girls from 45 different communities in the Greater Boston area. Ursuline's 28-acre campus includes a 20-classroom school building with a multi-use space, library and art studio; a science wing with state-of-the-art laboratories; playing fields and tennis courts.



The latest addition to Ursuline Academy's campus, the Reynolds Family Athletic & Convocation Center, opened to Ursuline students and faculty in September of 2017. The 40,000 square-foot facility features a gym that hosts both athletic competitions and



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community gatherings, an innovation space, three classrooms, a fitness center, a track, locker facilities, a student lounge, and meeting space.



Ursuline actively seeks faculty, families, and leadership who embrace and practice skills that reflect its core values of excellence, respect for the uniqueness of the individual, community and family, cultivation of leadership qualities, and the willingness to serve others. Faculty appreciate the mission driven nature of the school and the values embraced by the community.

Ursuline Academy is seeking a Director of School & College Counseling to oversee the personal and college counseling for students in grades 7-12. The Director of School & College Counseling will serve as an integral and valued member of the school's leadership team, advising on academic priorities, and participating in important school-wide strategy and decisions. S/he oversees a counselor for the middle school as well as a high school guidance and college counseling associate.

Ursuline Academy's school counselors help students examine their interests and abilities and chart paths toward personal and intellectual fulfillment. The goal of the School & College Counseling Department is to provide students with knowledge of adolescent growth and development, to



promote positive mental health, and to assist them in developing life skills. Counselors meet with all students in grades 7 through 12 throughout the academic year. The progress of each student is monitored closely in order to understand personal needs, interests, and goals.

Position Description

A key member of the Administrative Team, the Director of School and College Counseling is responsible for management of both personal counseling for all students (grades 7-12) as well as college counseling; they will lead a staff that includes two additional counselors, one administrative assistant, and an external consulting school psychologist. Ursuline is currently developing its next round of strategic initiatives, and student mental health and wellbeing is emerging as an essential strategic priority. Thus, this individual will play a key role in shaping the critical programming that will best provide the foundation of student wellness and serve as a springboard for academic success. In this department's leadership role, this individual will be in frequent communication with students, parents, faculty, and administration.



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Ursuline's model assigns a counselor to each student for their high school years; having developed a strong relationship with the student, this counselor is able to seamlessly support the student through the college admission process. The Director will work closely with an assigned group of students in grades 9-12, partnering with those in grades 11 and 12 as they work through the college search and develop their applications. This individual is expected to work collaboratively with administrators, faculty, campus ministry, and others, to help connect the caring adults of our professional community in support of our students. In addition, Ursuline has an advisory program through which the Director will be assigned a group of 8-10 advisees.



In the area of college counseling, the Director is responsible for developing the college counseling curriculum including programs and events for students and parents at key grade levels. This individual is expected to be current on the evolving landscape within college admissions, collaborating with the school administration to adapt Ursuline's programs as needed. The Director is responsible for fostering strong relationships between Ursuline and college/university admissions personnel, ensuring that they have a comprehensive understanding of Ursuline's programs. The Director is also expected to actively participate in professional organizations and avail themselves of opportunities for professional development.

Qualifications

Ursuline Academy seeks exceptional candidates for the position of Director of School and College Counseling. Ursuline seeks to hire and retain employees who are skilled in their field, involved participants in the school community, and are enthusiastically dedicated to carrying out the mission of the school. Flexibility, optimism, a collaborative and professional spirit, excellent communication skills, and a commitment to Catholic education are essential.

- Minimum seven, preferably 10 years relevant counseling experience
- Stellar interpersonal and communication skills
- Evidence of innovative thinking, program development, and willingness to tackle challenges head on
- Demonstrated leadership and supervisory ability
- Commitment to and clear understanding of diversity, equity, and belonging
- Minimum Bachelor's degree or higher from an accredited institution ideally in the area of social work, counseling, or psychology; advanced degree preferred



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How to Apply

Contact the consultant confidentially if you're considering applying. Applicants will ultimately need to send resume/CV, letter of intent, and later, a list of five references with contact information (references will not be contacted until the candidate is notified) to Ben Bolte, bbolte@carneysandoe.com. Please do not contact the school directly.



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Class of 2022 College Acceptances
as of March 31, 2022

American University - 1	James Madison University - 2	Texas Christian University - 1
Arizona State University - 3	John Carroll University - 1	Texas A & M University - 1
Assumption University - 2	Lafayette College - 1	Trinity College - 3
Auburn University - 1	Lehigh University - 1	Trinity College-Dublin/Columbia University - 1
Babson College - 3	Lesley University - 1	Trinity University - 1
Barry College - 1	Lewis and Clark College - 1	Tulane University - 1
Bentley University - 3	Loyola Marymount University - 2	Union College - 1
Boston College - 10	Loyola University-Chicago - 9	University of Alabama - 4
Boston University - 1	Loyola University-Maryland - 5	University of Arizona - 1
Bridgewater State University - 1	Loyola University-New Orleans - 1	UC Davis - 1
Bryant University - 1	Marquette University - 1	UC Irvine - 1
Bucknell University - 1	Mass College of Pharmacy - 8	UCLA - 1
Butler University - 1	Massachusetts Maritime - 1	UCSD - 2
Canisius College - 1	Merrimack College - 4	UCSB - 1
Catholic University - 4	Middlebury College - 1	University of Connecticut - 9
Champlain College - 2	Mount Holyoke University - 1	University of Delaware - 6
Chapman University - 2	New York University - 1	University of Georgia - 1
Clarkson University - 2	NC State - 2	University of Hartford - 1
Clemson University - 1	Northeastern University - 13	University of Maine - 3
College of Charleston - 2	Northern Arizona University - 1	University of Maryland - 6
College of the Holy Cross - 5	Ohio State University - 1	University of Massachusetts-Amherst - 18
College of William and Mary - 2	Pace University - 3	UMass Boston - 6
Connecticut College - 1	Penn State - 12	UMass Lowell - 4
Creighton University - 1	Pepperdine University - 1	University of Miami - 1
Dartmouth College - 1	Plymouth State University - 1	University of Michigan - 1
Dean College - 1	Providence College - 12	University of Mississippi - 1
Denison University - 1	Purdue University - 2	University of New Hampshire - 9
DePaul University - 1	Quinnipiac University - 11	University of New Haven - 1
Dickinson College - 1	Regis College - 1	University of Notre Dame - 1
Drexel University - 2	Regis University - 1	University of Pittsburgh - 1
Elon University - 7	Rensselaer Polytechnic - 2	University of Puget Sound - 1
Embry Riddle - 1	Roger Williams University - 3	University of Rhode Island - 10
Emerson College - 1	Royal Holloway-Univ of London - 1	University of Richmond - 1
Emmanuel College - 6	Sacred Heart University - 15	University of San Diego - 1
Endicott College - 1	Saint Anselm College - 6	University of Scranton - 2
Fairfield University - 18	Saint Joseph's University - 1	University of South Carolina - 1
Fairleigh Dickinson - 1	Saint Louis University - 2	University of Tampa - 4
Fordham University - 12	Saint Michael's College - 2	University of Tennessee - 3
Franklin & Marshall College - 1	Salem State University - 1	University of Texas-Dallas - 1
Furman University - 1	Salve Regina University - 2	University of Vermont - 8
Georgetown University - 3	Santa Clara University - 2	Villanova University - 1
GA Institute of Technology - 1	Seton Hall University - 4	Virginia Polytechnic Institute - 2
Hamilton College - 1	Siena College - 2	Wake Forest University - 1
High Point University - 2	Simmons University - 2	Wentworth - 1
Hobart William Smith - 2	SMU - 2	Worcester Poly - 3
Husson University - 1	Stonehill College - 9	Xavier University - 3
Indiana University - 1	Suffolk University - 5	
Ithaca College - 1	Syracuse University - 6	



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