



Director of College Counseling
Brunswick School
Greenwich, CT
July 2026

Founded in 1902 by George B. Carmichael, Brunswick School in Greenwich, CT serves approximately 1,072 boys PreK-12 with an exceptional college preparatory program. Brunswick believes deeply in the genuine potential of every boy, and carefully and successfully designs an individual educational experience to emphasize rigorous, traditional learning, self-discipline, and character development.

Brunswick's founding goals and intent are to—develop, inspire, and strengthen “the whole boy”—not just to educate, but to instill core values and encourage thoughtful life choices that lay the groundwork for success in life as sons, brothers, friends, colleagues, husbands, and fathers. The school's purpose to help each student—regardless of culture, ethnicity, or religion—to acquire the



personal, intellectual, and physical training needed to become a responsible adult remains central to its mission and core values. Academic programs challenge each boy to reach his full potential and develop the creative and independent thinking necessary for intellectual maturity and self-confidence. Education extends beyond the classroom: through athletics, arts, and service, every student is encouraged to develop his talents and share them generously. Signature programs include Big Brother, the Classics Diploma, Brunswick Trust, Vermont Campus, Independent Study, Senior Voice, Foreign Language Immersion, and Honors Science Research.

In an environment of trust, care, and mutual respect, Brunswick fosters strong character. Honesty, integrity, compassion, and tolerance are valued, and each student is expected to develop a sense of responsibility to himself, those around him, and the school community. Above all else, Brunswick believes the strength of a young man's character and the depth of his spirit define true success.

With a strong, experienced faculty of 189, exceptional facilities, and opportunities spanning academics, athletics, and the arts, students thrive across every division. “Our collective goal is to prepare our boys for successful, happy, and meaningful lives after they leave our doors,” notes Head of School, Tom Philip. “Our guiding aspiration, shared by members of the faculty, administration, and the Board of Trustees, is to be the leading independent school for boys, recognized at the national



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level, known for the strength of our academic, athletic, arts, and community service programs, clarity of its purpose, and quality and character of faculty and students.”

Today, that focus is necessarily broad, encompassing his health and wellness, curiosity and sharpness of mind, attentiveness to and care in human relationships, and his connection and service to the greater community.

Upper School

Brunswick’s Upper School enrolls approximately 443 students in grades 9-12. Upper School students strive for academic excellence, personal growth, and intellectual maturity. In coordinate partnership with Greenwich Academy, students benefit from over 200 courses across disciplines, including 32 Advanced Placement classes. With a 1:6 teacher-student ratio and an average class size of 13, students receive the support and challenge needed

to thrive academically, socially, and in character. Across all five campuses Brunswick School comprises 829 acres (including their Vermont campus). The Brunswick faculty and students enjoy state-of-the-art athletic facilities and outstanding resources.



College Counseling

The college counseling approach at Brunswick, which starts in junior year, aims to ensure that all students can matriculate at colleges where they will prosper and from which they will emerge prepared to lead productive and satisfying lives. The program is administered at each Upper School grade with intentionality and purpose. Staff include the director, two associate directors and a college placement assistant.

After reviewing the student’s selection of senior courses, considering his testing plans, and discussing his personal questionnaire, the counselor and student begin to generate a list of potential colleges to pursue. This initial college list serves as a foundation for the college search, but it is updated, added to, and changed throughout the process. In many cases, this initial list is quite large and will require further clarification of preferences on the students’ part.

After careful research and more discussion, the student begins to plan campus visits. The optimum time for visiting is from July to early September. Once school has begun, seniors are granted college visiting days as needed. The final list, indicating where each student will apply, will be generated following another meeting with each senior in the early fall. Students then begin organizing application requirements for each school, writing applications and completing essays.

Their philosophy is to let a student oversee his own process and to encourage him to use the advice of the placement office as often as needed. It is crucial that parents guard against taking over the process.



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Involvement by the college counselors will continue until late spring, when every student has made a final decision. The College Placement Office prides itself on being supportive of our students every step of the way.

Location

Greenwich, Connecticut is a charming coastal town with a rich history and culture nestled along the Long Island Sound in Fairfield County. A short 50-minute train ride to New York City, Greenwich has just over 62,000 residents living among quaint streets and town greens. Outdoor enthusiasts enjoy the 32 miles of shoreline with gorgeous beaches and an abundance of parks and hiking trails for horseback riding and biking. History and art lovers actively participate in the annual Greenwich International Film Festival as well as attend the beloved Bruce Museum of Arts and Science, which has garnered global acclaim for its art exhibitions. The town also boasts a rich cultural scene and robust shopping and dining options. Located in Fairfield County, this area of Connecticut provides a quiet, suburban escape, with its proximity to New York City allowing for a quick access to the city's energy and culture. The Greenwich-Stamford-Fairfield area serves as a vibrant residential and business hub with a small-town feel.



The Position

The Director of College Counseling is responsible for developing and implementing a comprehensive, individualized college counseling program serving Brunswick School's students and families. With the collaboration of two experienced Associate Directors and the College Counseling Assistant, the Director supervises and carries out a program of group presentations and intensive individual counseling that extends throughout all phases of the college search process. Out of an average senior class of 100, Brunswick graduates matriculate at an impressively diverse array of the nation's most competitive colleges and universities. This is a 12-month position reports to the Head of Upper School and serving on the Academic Leadership Team of the school. The current Director, Doug Burdett, is retiring after an outstanding twenty plus year run at the school.

Candidates seeking the position of Director of College Counseling should have director-level experience in college counseling or significant leadership experience at the college level. A master's degree is preferred. Candidates must have excellent communication skills, including strong writing and public speaking abilities and must be well-organized, efficient, and energetic. The school expects to broaden the college counseling program to include grades nine and ten in appropriate ways, and also to update and increase the efficiency of systems and procedures of the office.

Compensation for this position will be highly competitive nationally and can include housing and two full tuitions at either Brunswick or Greenwich Academy.



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To Apply

Candidates are invited to contact the consultants confidentially to inquire about the position. Interested and qualified candidates will ultimately submit the following materials, as *separate PDF documents*:

- A cover letter expressing interest in this particular position;
- A current and thorough resume with all dates included (no more than 4 pages);
- A personal statement describing your approach and work in college advising, and;
- A list of five professional references with the name, relationship, phone number, and email address of each person (*references will not be contacted without the candidate's permission and not before a mutual interest has clearly been established*).

To: Ben Bolte (bbolte@carneysandoe.com) and Quentin Doggett (quentin.doggett@carneysandoe.com). Please do not contact the school directly.



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Brunswick School Composite College Matriculation List (2021-2025)

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|-------------------------------|----|---------------------------------------|----|------------------------------------|---|
| Georgetown University | 23 | Duke University | 10 | Bowdoin College | 4 |
| Boston College | 21 | Middlebury College | 10 | Columbia University | 4 |
| University of Chicago | 20 | Indiana University | 8 | Denison University | 4 |
| University of Virginia | 20 | University of Southern California | 8 | Hamilton College | 4 |
| Yale University | 20 | Amherst College | 7 | Northeastern University | 4 |
| University of Pennsylvania | 17 | Colby College | 7 | Santa Clara University | 4 |
| Wake Forest University | 17 | Harvard University | 7 | Tulane University | 4 |
| Bucknell University | 16 | Massachusetts Institute of Technology | 7 | University of Richmond | 4 |
| Dartmouth College | 16 | University of St. Andrews | 7 | Boston University | 3 |
| Juniors Hockey | 15 | Cornell University | 6 | U.S. Naval Academy | 3 |
| University of Notre Dame | 15 | Syracuse University | 6 | University at Albany | 3 |
| Villanova University | 14 | University of Connecticut | 6 | University of California, Berkeley | 3 |
| Brown University | 13 | University of North Carolina | 6 | University of Miami | 3 |
| Princeton University | 13 | College of the Holy Cross | 5 | University of Texas at Austin | 3 |
| University of Wisconsin | 13 | Lehigh University | 5 | University of Vermont | 3 |
| Southern Methodist University | 11 | Stanford University | 5 | Vanderbilt University | 3 |
| University of Michigan | 11 | Trinity College | 5 | | |
| Colgate University | 10 | U.S. Military Academy West Point | 5 | | |



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