

NORTH CROSS SCHOOL

LOWER SCHOOL DIRECTOR



THE OPPORTUNITY

North Cross School's next Director of the Lower School will inherit a thriving division and will have the opportunity to build upon a legacy of strong leadership. Starting in July 2026, the new Director will join a dynamic leadership team and a vibrant North Cross community as a strategic thought leader and an advocate for our youngest students on campus. Reporting to the Head of School, Armistead Lemon, the Director of the Lower School will effectively lead grades JK3-5, guiding and supporting faculty, engaging and partnering with parents, and serving as a community-builder within the Lower School. Two full years into a strategic plan, North Cross will look to its next Lower School Director to lead key strategic initiatives that support and enhance the Lower School as well as the greater North Cross community.

NORTH CROSS LOWER SCHOOL

Our Lower School is a place of joy and possibility where students have the opportunity to engage in a broad academic curriculum. From daily engagement with world languages and global perspectives to vibrant programming in the arts, STEM, and experiential outdoor learning, students are encouraged to develop skills through exploration and discovery. Small class sizes foster strong teacher-student relationships, creating a foundation for individual growth and learning. United by a strong sense of community and guided by our commitment to character and excellence, our Lower School cultivates young learners to lead with curiosity and confidence.

In addition to our core academic curriculum, our Lower School program is supported by two additional on-campus offerings. For students who need specialized instruction due to a diagnosed learning disability, our CrossWalk Program offers students the opportunity to meet with specially trained Orton-Gillingham instructors during the school day, a “school within a school” approach. After school, our Lower School students have the opportunity to remain on campus to participate in our Opening Doors program, which introduces students to a wide range of extracurricular activities.

PRIMARY JOB RESPONSIBILITIES

- Provide leadership and vision for the North Cross Lower School, working closely with the Head of School as a member of the senior leadership team
- Oversee all day-to-day operations of the Lower School, including curriculum, instruction, student support, and parent engagement
- Hire, supervise, and mentor faculty and staff, spearheading a culture of growth, innovation, and collaboration
- Provide oversight and development of curriculum and co-curricular programming that aligns with the school’s mission, vision, and educational best practices
- Foster a warm and welcoming environment for all students and families
- Communicate consistently and effectively with all NCS constituents
- Collaborate with school leadership to advance strategic priorities, with a particular focus on teaching and learning as well as the student experience
- Serve as a visible presence in the Lower School – at morning and afternoon carpool, hallways and classrooms, performances – and in the larger NCS community at co-curricular events

PERSONAL ATTRIBUTES

- Passionate advocate for early childhood and elementary education, with a strong foundation in child development
- Motivated and proactive school leader who demonstrates initiative and strategic direction
- A visionary and collaborative community builder who fosters strong relationships among faculty, families, and students
- An expert in the developmental needs of Lower School students who deeply understands them, delights in them, and champions their growth
- An enthusiastic ambassador for the school's mission, vision, and values
- An exceptional communicator with strong interpersonal skills who inspires trust, engagement, and shared purpose across the community





QUALIFICATIONS

- 5+ years of leadership experience in early childhood and elementary education; experience as a Lower School Division Head preferred but not required
- Bachelor's degree required; master's degree in education or school leadership preferred
- Demonstrated experience in program development, professional supervision, talent development, and instructional best practices
- A collaborative leadership style that builds trust, energizes teams, and encourages professional growth
- Ability to develop, articulate, and implement a clear vision for the Lower School
- Excellent judgment and discretion, particularly in managing confidential information
- Significant experience in professional supervision and talent development
- Commitment to ongoing professional development and staying current with educational best practices and trends
- Experience fostering a positive, safe, and inclusive school culture and a nurturing learning environment for young students

SCHOOL PROFILE

North Cross's next Lower School Director will help lead a thriving school community. As the premier independent school in the Roanoke Valley serving students in JK3 through 12th grade, North Cross enjoys a healthy enrollment, an engaged parent and alumni community, a joyful and dedicated student body, and an outstanding teaching faculty. The school's annual giving contributes over \$1,000,000 to the operational budget. The most recent capital campaign, The North Cross Legacy Campaign, raised over \$13 million, which transformed the campus with a renovated Upper School, a new Student Commons and Library, as well as an Administrative wing. A beautiful new green space in the heart of campus connects all academic divisions.

North Cross boasts a strong reputation for its impressive academic programming and robust arts and athletic programs. Foundational to the student experience is North Cross's Honor Code, its student leadership initiatives, and its international programming. As a mission-driven institution, North Cross is committed to character education and developing leaders in local and global communities. Its emphasis on global programming includes an international campus in Shanghai as well as a partnership with an international and domestic boarding program located in downtown Roanoke.

FACTS AND FIGURES

- Established 1944
- Total school enrollment: 603
- Lower School enrollment: 270
- Students receiving aid: 29%
- JK3 - 5th grade (2 sections of each grade)
- 33 Lower School faculty and staff
- Average Early Childhood Program class size: 13
- Average Lower School class size (grades 1 - 5): 16



TO APPLY

Interested candidates are invited to submit the following materials:

- A cover letter expressing their interest in this particular position
 - A statement of educational leadership and philosophy
 - A current resume
- 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)

Please submit as a single PDF file to:

John Faubert, Director of Placement
Carney Sandoe & Associates
john.faubert@carneysandoe.com

and

Amanda Gastel, Placement Counselor
Carney Sandoe & Associates
amanda.gastel@carneysandoe.com

Please do not contact the school directly.

WHO WE ARE

North Cross School is an independent, nonsectarian school serving students in early childhood through 12th grade from across the Roanoke Valley, the region, and the world.

OUR MISSION

Our mission is to inspire a community of intellectually curious learners to think critically, act with integrity, and lead with courage.



North Cross School

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