

# ASSISTANT HEAD OF SCHOOL SEARCH

## FORSYTH COUNTRY DAY SCHOOL

Lewisville, North Carolina

[fcds.org](http://fcds.org)

Start Date: July 2026



**Carney  
Sandoe**  
& ASSOCIATES

[CARNEYSANDOE.COM](http://CARNEYSANDOE.COM)

# Mission Statement

Forsyth Country Day is a Community of Learners Dedicated to Preparing Our Students for What's Ahead.

# Vision

Know Yourself. Connect with Others. Build Community.

## At a Glance



Established  
1967



Enrollment  
914



Total faculty  
166



Average class size  
15



Students of color  
24%



Financial aid awarded  
\$2.7M



Faculty with advanced degrees  
24%



Campus size  
85 acres

Primary School enrollment: 145  
Lower School enrollment: 234  
Middle School enrollment: 254  
Upper School enrollment: 281

Faculty of color: 30%  
Students receiving aid: 25%  
Endowment: \$20.1M  
Annual operating budget: \$23M



## Overview

A preschool through grade 12 community of just over 900 students, Forsyth County Day School (FCDS) is a mission-driven, student-centered community known for preparing young people “for what’s ahead.” Its vision—*Know Yourself. Connect with Others. Build Community.*—along with its core values of curiosity, compassion, integrity, respect, and responsibility, shapes daily life on campus and informs every aspect of teaching and learning. Students benefit from a rigorous academic curriculum, including a wide range of Advanced Placement offerings and diverse opportunities in the arts, athletics, leadership, outdoor learning, and experiential programs.

Nestled on an 85-acre wooded campus with a lake, trails, gardens, and extensive outdoor learning spaces, FCDS is an environment intentionally designed for whole-child development. Small class sizes and a caring, relationship-oriented faculty ensure that every student is known and supported academically, socially, and emotionally. The school continues to invest thoughtfully in innovative classrooms and new facilities, reflecting its forward-looking approach and commitment to excellence.

The school’s current [Strategic Plan](#) reflects a renewed commitment to sustaining and enhancing academic excellence, strengthening community and culture, and investing in people, programs, and facilities. The plan supports cross-divisional initiatives designed to align curriculum and teaching across divisions, nurture student growth and wellbeing, and ensure that the school’s facilities, technology, and support services evolve to meet the needs of a growing student body. Through this strategic framework, FCDS aims to deepen its identity as a forward-thinking, inclusive, and values-driven school that equips students to thrive academically, socially, and personally.

The Assistant Head of School will join the community at an auspicious time, as FCDS continues to evolve, expand its offerings, and deepen its academic and community programs. This is a unique opportunity for a creative, strategic, and collaborative leader to partner with an energetic Head of School and excellent senior leadership team to shape the next chapter of the school’s journey.





## The Incoming Head of School

[Valorie Baker](#) will begin her tenure as Forsyth Country Day's Head of School on July 1, 2026. She brings to FCDS more than two decades of experience in independent school leadership with a background that spans coaching, academic administration, athletics, and student support services.

Since 2020, Valorie Baker has served as Head of School at St. Johns Country Day School in Jacksonville, Florida where she led a comprehensive reinvigoration of the campus and reimagined the K-12 curriculum to emphasize experiential learning, service, and problem solving. Prior to St. Johns, Ms. Baker held key roles in top independent schools, including serving as Head of Middle School at Webb School of Knoxville, Director of Auxiliary Programs at Palmer Trinity School, and Director of Counseling and Student Support Services at Episcopal School of Jacksonville. Her background includes middle and upper school teaching and over a decade as a division I volleyball coach at Wake Forest University, just down the road from FCDS. Ms. Baker earned her undergraduate degree at Eastern Kentucky University and holds a master's in counseling psychology from University of Louisville.

## The Position

The Assistant Head of School will serve as the Head of School's principal thought partner, helping to translate her vision into concrete action, sustaining consistency and momentum across divisions, and building cohesion and synergy among the academic and co-curricular centers on campus. The Assistant Head will lead a variety of academic and strategic projects and oversee critical areas of school life, thinking creatively about how to further develop FCDS's excellence, leveraging the potential of a talented and forward-thinking faculty, and amplifying the work of the school's co-curricular Centers. Direct reports are likely to include the Director of Teaching and Learning, Director of the Johnson Academic Center, Director of the Niblock Center for Intentional Living, Director of Libraries and Educational Technology, Director of Information Technology, Director of Innovation and Engineering, and the Director of College Counseling.



In addition to those detailed above, the specific job responsibilities are likely to include:

- Conveying and supporting the School's vision, mission, and Strategic Plan to both internal and external audiences;
- Leading the execution of various projects and initiatives identified as a part of the School's Strategic Plan;
- Coordinating the School's accreditation process (next accreditation in 2027), special committees, and task forces;
- In partnership with the division heads and Human Resources, recruiting, hiring, and developing faculty, including through the coordination of cross-divisional professional development programs;
- Maintaining a strong presence in all areas of the School, keeping the Head informed of the general programs, activities, challenges, and opportunities of the School;
- Staffing relevant committees of the Country Day Board of Trustees.
- Serving as a thought leader within the Country Day community and nationally, sharing expertise and best practices, speaking and presenting on FCDS initiatives, and helping to elevate the visibility of FCDS successes; and
- As necessary, representing the Head of School at internal and external meetings, presentations, and committees.

## Opportunities and Challenges

### Strategic Leadership and Partnership

Acting as a strategic thought partner, the Assistant Head will work closely with the Head of School to guide and coordinate internal operations across all four divisions: Preschool, Lower, Middle, and Upper School. The role offers the opportunity to drive schoolwide priorities by supporting the execution of the strategic plan and overseeing cross-divisional initiatives that span academic support, student well-being, innovation, and educational technology, including the Johnson Academic Center, the Niblock Center, the Innovation Center, and the Library and Educational Technology program. Additionally, the Assistant Head will lead strategic planning efforts, establish measurable institutional goals, and communicate progress and outcomes to both internal and external stakeholders, strengthening alignment and accountability across the school community.





### **Academic Leadership and Program Oversight**

The Assistant Head will provide broad academic leadership across the entire Preschool–12 continuum, ensuring that the school’s program remains aligned, coherent, and consistently excellent in every division. This role will bring focus and coordination to all academic initiatives, including both established signature programs and emerging opportunities, by consolidating priorities and guiding their implementation. As the Head of School’s primary partner in cultivating a strong and vibrant faculty culture, the Assistant Head will champion high-quality teaching practices and collaborate closely with division heads and department chairs to strengthen pedagogical excellence. Additionally, the role offers the opportunity to expand the school’s academic reach through strategic partnerships with universities, organizations, and businesses, enriching learning pathways and creating new opportunities for both students and faculty.

### **Faculty, Staff, and Division Support**

The Assistant Head will play a central role in supporting the people and programs that define the school’s learning community. This leader will partner closely with the Directors of the Preschool, Lower, Middle, and Upper School, ensuring each division is well supported and aligned. The role also carries direct oversight of several key programmatic and academic areas, including the Johnson Academic Center, the Niblock Center, Libraries and Educational Technology, Teaching and Learning, Information Technology, Innovation and Engineering, and College Counseling. Beyond administrative leadership, the Assistant Head will be an essential partner in recruiting, hiring, onboarding, and coaching faculty and key staff, helping to cultivate a high-performing and mission-aligned team. Building strong, trusting relationships across campus, the Assistant Head will foster a culture of professional growth, reflective practice, and collaborative problem-solving, while maintaining a visible presence in every division and modeling the connection, curiosity, and accessibility that define the school’s values.



## Qualifications and Personal Attributes

The Assistant Head will bring an impressive record as an educator and a community builder who has previously served in roles of considerable responsibility. The most competitive candidates will offer most or all of the following qualifications and qualities:

### Professional Qualifications:

- Significant teaching and administrative experience and nuanced understanding of the academic, co-curricular, and operational dimensions of school life, particularly in the context of a mission-based, multi-division school;
- A track record of innovation and creativity, inspiring others to explore cutting-edge approaches to teaching and learning, experiment with innovative pedagogies, and pursue creative partnerships that expand opportunities for students and faculty;
- Personal and professional commitment to wellness and belonging and the requisite skillfulness to support student and faculty growth in this area and to facilitate critical conversations in the design of inclusive curriculum and programs;
- Exceptional interpersonal skills and the ability to communicate with inspiration and clarity across a wide range of audiences;
- Experience mentoring and developing faculty, staff, and school leaders, cultivating a culture of professional growth, collaboration, and high expectations.
- An advanced degree and evidence of a commitment to lifelong learning.

### Leadership Style and Personal Qualities

- A guardian of school culture and community who appreciates the importance of shared values and fosters a sense of belonging, empathy, and mutual respect across all constituencies;
- A motivated, energetic, and collaborative colleague, who finds joy in team success;
- A flexible, adaptable, and thoughtful problem-solver, able to navigate complex challenges and transitions with grace, wisdom, and a student-centered focus, always aligning decisions with the school's mission and vision;
- A history of thoughtful innovation moderated by a skillful and sensitive approach to change;
- The confidence and humility to advocate for new ideas, invite disagreement, and welcome feedback, engaging in challenging conversations with grace; and
- Eagerness to engage actively with employees, students, and families and willingness to prioritize relationships amidst the demands of a busy professional schedule.



# Learn More

Click on the links below to learn more about Forsyth Country Day School.

[School Website](#)

[School Profile](#)

[State of the School](#)

[About Winston-Salem, North Carolina](#)

[Wellness and Belonging](#)



## To Apply

**Review of candidate materials will begin immediately.** Candidates are asked to submit the following materials as separate PDF documents, as soon as possible:

- A cover letter expressing interest in this particular position
- A current résumé

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 of each (references will not be contacted without the candidate's permission)

Candidates are invited to contact the consultants in confidence and to submit a résumé and cover letter to:

**Marsha Little**  
Senior Consultant  
marsha.little@carneysandoe.com

**Amy Rogers**  
Consultant  
amy.rogers@carneysandoe.com