

# DIRECTOR OF SUMMER AND EXTENDED DAY PROGRAMS SEARCH

**FRANCIS PARKER SCHOOL**

San Diego, California

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

Start Date: July 2026



FRANCIS  
**PARKER**  
SCHOOL



**Carney  
Sandoe**  
& ASSOCIATES

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

# Mission Statement

The Francis Parker School mission is to create and inspire a diverse community of independent thinkers whose academic excellence, global perspective, and strength of character prepare them to make a meaningful difference in the world.

## At a Glance



Established  
1912



Enrollment  
1,330



Financial aid awarded  
\$7.56M



Zip codes represented  
70+



Students of color  
48%



Total faculty  
160



Faculty with advanced degrees  
65%



Student-faculty ratio  
12:1

Faculty of color: 29%

Students receiving aid: 24%

Endowment: \$61.7M

Annual operating budget: \$63.4M

Honors and AP courses offered: 50+

Student clubs and organizations: 60+

Varsity teams: 20+

Campus size: 27 acres (Linda Vista: 22 acres; Mission Hills: 5 acres)



## Overview

Francis Parker School in San Diego, one of the leading JK-12 schools in Southern California, is seeking a Director of Summer and Extended Day Programs, a key leadership position in the School's 4th Division, Integrated Programs. With a mission to create and inspire a diverse community of independent thinkers whose academic excellence, global perspective, and strength of character prepare them to make a meaningful difference in the world, Francis Parker School has been cultivating active learners since 1912. Located on two campuses (Lower School and Middle & Upper School), the School gets its name from one of the country's first progressive educators, Colonel Francis Parker, whose school in Chicago with its approach to education, appealed to the School's founders, Clara Sturges Johnson and William Templeton Johnson.

Character education remains a hallmark of a Parker education, with the School's emphasis on character education guided by the acronym STRIVE: **S**eek always to do your best; **T**reat people and property with respect; **R**evere the truth; **I**nvest in your future; **V**alue School rules, your heritage, and personal responsibility; **E**nrich the world for all. School life tends to follow Parker's axioms, No Boring Days and No Limit to Better. One immediately senses the School's vibrant integration of academics, the arts, and athletics, led by an experienced faculty with an unwavering attention to student learning and to superior pedagogical practice. The work culture is positive and rigorous, with a growth mindset and a collegial, collaborative culture. Students appreciate that they have many pathways to follow and ways to engage and take ownership of the learning through their time at Parker. Parents are grateful not just for the solid academic program but also for everything that goes with it, including the School's value system. The School also has a strong accreditation history with CAIS and WASC.

The design of the well-appointed and well-resourced campuses still follows the principles of the founders, to create a harmonious relationship between the School's 1,330 students and their environment. The modern campuses, in a diverse neighborhood near the University of San Diego, have a distinctly southern California-open-air feel. All the classrooms open to the outdoors and take advantage of San Diego's consistently mild climate.



## The Position

The Director of Summer and Extended Day Programs is responsible for the leadership, strategic planning, and day-to-day operations of the School's auxiliary programs, including summer camps, after-school programs, enrichment classes, and other special care, ensuring that all programs align with the School's mission, support the developmental needs of students, foster community engagement, and generate revenue. In addition, this position plays a leading role in the design and delivery of critical school operations, such as morning drop-off, afternoon pick-up, and lunchtime supervision, and is an integral member of the School's campus safety and security team.

Extended Day and Summer Programs are viewed not as auxiliary services, but as a **strategic fourth division**—a revenue generator, innovation lab, and key touchpoint for families. There is enthusiasm for entrepreneurial leadership that can expand offerings, strengthen academic and enrichment pathways, ensure strong customer service and risk management, and align fully with Parker's mission. This role requires high energy, flexibility, strong communication, and operational excellence, paired with creative vision and is an exceptional growth opportunity for aspiring educational leaders. The summer programs serve 500 to 1,000 students, and the after-school programs serve approximately 200 students per week.

Primary Responsibilities Include:

**Program Development and Leadership** – the Director will design and implement mission-aligned and engaging summer and extended day programs that complement the school's priorities and goals and respond to community interests. The Director will hire, mentor, and evaluate faculty and staff and form strong partnerships with vendors and other instructors to diversify offerings.

**Operations and Administration** – In addition to overseeing the daily operations of all auxiliary programs, the Director will manage budgets, track enrollment, ensure profitability, and lead protocols for safety, risk management, and emergency procedures.

**Marketing and Communications** – In collaboration with the Communications and Marketing team, the Director will promote programs to current and prospective families and represent the school within the broader community to enhance visibility and enrollment.



**Compliance and Risk Management** – The Director will ensure that all programs comply to local, state, and federal health and safety regulations and with the School's risk management practices.

**Evaluation and Continuous Improvement** – The Director will use data to drive continuous improvement and inform programmatic changes.

## Qualifications

- Bachelor's degree required; Master's degree in education, administration, or related field preferred.
- Minimum of 5 years of program management experience, preferably in an educational or youth-focused setting.
- Proven leadership in developing, marketing, and growing auxiliary or summer programs.
- Strong organizational, financial management, and budgeting skills.
- Excellent interpersonal and communication abilities to collaborate with a range of stakeholders.
- Demonstrated ability to lead, motivate, and supervise a diverse team.
- Knowledge of CampBrain or similar camp management software.
- Proficient using software applications, including the Google Suite and/or Microsoft Office
- Flexibility to work some weekends and evenings as necessary.
- Ability to work independently, as well as cross-departmentally.
- Ability to speak and understand Spanish is desirable.

# Learn More

Click on the links below to learn more about Francis Parker School.

[School Website](#)

[Diversity, Equity, and Inclusion](#)

[School History](#)

[Virtual Campus Tour](#)

[Strategic Plan](#)

[School Profile](#)



## To Apply

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position;
- A current résumé;
- 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) to:

**John Faubert**

Consultant

john.faubert@carneysandoe.com

**Karen Whitaker**

Senior Consultant

Karen.whitaker@carneysandoe.com

*The full-time salary range for this position is \$115,000 to \$135,000. The starting salary is based upon, but not limited to, several factors which include years of experience, educational background, and expertise.*