



ASSOCIATE HEAD OF SCHOOL

Start Date: July 2027

Hathaway Brown School

Shaker Heights, Ohio | hb.edu



**Carney
Sandoe**
& ASSOCIATES

MISSION

Hathaway Brown is a dynamic and compassionate community dedicated to excellence in the education of girls. For us, educational excellence includes, but reaches well beyond, superb preparation for college. The true mission of the School, as reflected in our motto, “Non scholae sed vitae discimus,” is preparation for life. We strive to foster in the minds of our students an abiding passion for learning and in their hearts a constant devotion to strong character and public service.

At this moment in history, there is great need for women of vision and courage who are empowered for leadership in a multicultural and globalized society. We seek to answer that need by inspiring our students to achieve their utmost potential, and to rise boldly to the challenges of their times.

While transforming the lives of the girls in our care is our primary calling, Hathaway Brown embraces broader aspirations as well: to help shape a future of unbounded possibility for women; to stand among the country’s leading schools in educational innovation; and to be such a force for the common good beyond our campus that we are respected as a civic treasure.

At a Glance



1876
established



730
total enrollment
(Early Childhood-Grade 12)



44%
students of color



112
total faculty



75%
faculty with
advanced degrees



8:1
student-faculty ratio



OVERVIEW

Set on a 16-acre campus in Shaker Heights, Ohio, Hathaway Brown is an independent, all-girls K-12 school with a coeducational Early Childhood program, which has led education in Cleveland for 150 years. Founded in 1876 when five young women approached a local boys military academy seeking educational opportunities, HB has grown from a handful of afternoon classes into a nationally regarded voice in girls' education, distinguished by its belief in the unbounded capabilities of girls and women. The school's motto, *Non Scholae Sed Vitae Discimus* ("We learn not for school but for life"), introduced in 1886, continues to define the school's identity: an abiding passion for learning, strong character, and a tradition of service. Today, HB's Learn for Life signature approach rests on five pillars (Empowered Girls, Distinguished Academics, Celebrated Community, Knowledge in Action, and Whole Child) and draws families who want academic rigor alongside a community where every girl is known, supported, and encouraged to lead.

Several defining programs bring that philosophy to life.

The Fellowships in Applied Studies allow students to dive deep into their interests and tackle real challenges, from conducting graduate-level research alongside professional scientists and engineers in Cleveland labs, to exploring global issues through immersive travel, to gaining real-world business experience running HB's student-led café or investment group, to independently pursuing creative passions across limitless fields.





An approachable, visible, and deeply relational presence on campus, the Associate Head of School will be a trusted partner to the Head of School and a collaborative member of Hathaway Brown's senior leadership team. This leader will serve as a unifying force for academic and faculty life at HB as the school enters its next phase. In this role, the Associate Head will provide vision, coordination, and oversight for the school's academic program, partnering closely with the Division Directors to ensure curricular alignment, coherence, and continued innovation from Early Childhood through Upper School. A warm, empathetic, and accessible advocate for faculty, this leader will champion their growth, build morale, and cultivate a culture of learning across the school. With the heart of an educator, the Associate Head will have a genuine love for children of every age, be a visible, energizing presence in classrooms and on campus, and delight in the students at the center of HB's mission. The successful candidate will be a visionary and strategic thinker who is equally at home on the ground; a skilled manager of people with the courage and authenticity to make difficult decisions; and a collaborative leader who empowers others and builds unity and excellence throughout the school.

ROLES AND RESPONSIBILITIES

The Associate Head of School will work collaboratively with all constituents at Hathaway Brown. Key responsibilities include:

- Serving as a key thought partner and stand-in for the Head of School and participating as a collaborative, curious, and engaged member of the senior leadership team
- Leading the execution of initiatives from the school's strategic plan as well as special projects supported by grants and external partners
- Providing leadership and support to the Division Directors, ensuring that structures, strategies, and systems for teaching, learning, and professional development are aligned, adaptive, and consistent with current best practices



- Overseeing curricular alignment from Early Childhood through Upper School, strengthening vertical alignment and the transitions between divisions
- In partnership with the Division Directors and the Director of Human Resources, recruiting, hiring, and developing faculty and staff, including strengthening the faculty evaluation program and designing orientation and mentoring programs for new faculty and staff
- Overseeing professional development and helping HB realize its aspiration to formalize teacher training and teacher research
- Supporting the Fellowships in Applied Studies, ensuring alignment with the academic program and deepening integration into the HB community
- Nurturing a culture of listening and feedback across all constituent groups, so that faculty and staff feel seen and heard and the school's priorities are understood throughout the community
- Engaging actively with the Board of Trustees, serving as liaison to relevant committees, and representing the Head of School at meetings and events as necessary
- Partnering with the Head of School and Chief Financial Officer in budget planning and oversight, ensuring that academic and operational priorities are aligned with available resources and advance the school's long-term financial sustainability



\$6.7M

financial aid
awarded



42%

students receiving
aid



\$105.6M

endowment



\$28.7M

annual operating
budget



16 acres

campus size

QUALIFICATIONS AND PERSONAL ATTRIBUTES



Professional Qualifications

- A deep understanding of and appreciation for the joys of a multidivisional school, and experience leading in a large and forward thinking educational organization, including a familiarity with the youngest learners;
- Depth of experience in academic pedagogy and curriculum, with the ability to oversee alignment from Early Childhood through Upper School and strengthen the transitions between divisions;
- Leadership experience and the leadership skill to coach and harness the strengths of the Division Directors, bringing the divisions together and breaking down silos;
- Management experience and the leadership skill to coach and harness the strengths of Division Directors, bringing the divisions together and breaking down silos;
- Experience recruiting, mentoring, and evaluating faculty in a broadly diverse school environment, and a commitment to professional development that serves both new and seasoned teachers;
- The vision to help HB formalize teacher training and teacher research, positioning the school as a place where teachers learn and lead;
- The ability to synthesize the school's academic work and articulate it clearly to parents, prospective families, alumnae, and donors;
- The relationship-building skill to deepen trust across all constituents, including students and families, faculty and staff, alumnae, trustees, and donors; and





Leadership Style and Personal Qualities

- A warm, empathetic, and relational approach, and a reputation as an approachable advocate for faculty;
- A visionary and strategic mindset combined with a "boots on the ground" presence, visible in classrooms and eager to see teaching;
- The independence of thought to create initiatives proactively, and the humility to learn from one's mistakes;
- A growth mindset for faculty, modeling for teachers the same love of learning that HB cultivates in its students;
- A highly effective and responsive communication style in written, verbal, and personal interactions;
- A capacity to balance the agency of the individual with school-wide coherence, culture, and sisterhood; and
- A joyful countenance, a genuine desire to engage with students, parents, faculty, and alumnae and a willingness to prioritize presence and visibility.

LEARN MORE

- [School Website](#)
- [Strategic Plan](#)
- [Diversity, Equity, Inclusion, and Belonging](#)
- [College Matriculation](#)
- [About Shaker Heights, Ohio](#)





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:

LISA PARSONS

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