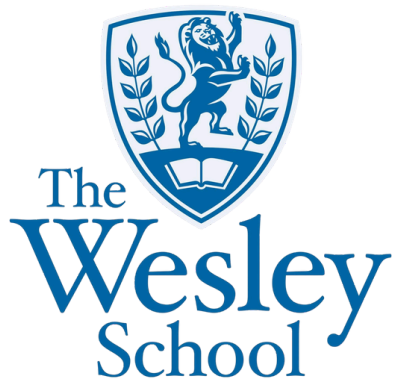




HEAD OF SCHOOL

Start Date: July 2027

The Wesley School

North Hollywood, CA | wesleyschool.org



**Carney
Sandoe**
& ASSOCIATES

MISSION STATEMENT

Within a community of belonging, we nurture joyful, confident learners to think critically, creatively, and compassionately.

At a Glance



1999
established



299
total enrollment



6:1
student-teacher ratio



\$12.6M
annual operating budget



33%
students of color



44%
faculty/staff of color



4 acres
campus size



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OVERVIEW

Energized by a dynamic strategic plan and mission statement, The Wesley School is an engaging and joyful learning environment for children in Kindergarten through Grade 8. Wesley's charming campus is nestled in the bustling Los Angeles neighborhood of North Hollywood, and the community is well known for its authenticity – a place where students, faculty, staff, and families share a sense of belonging and pride in their school. Wesley is seeking a new Head of School to begin on July 1, 2027.

The Wesley School was founded at St. Michael's Episcopal Church in Studio City and moved to its current home on the grounds of the First United Methodist Church in 1999 under renewable, long-term leases. While the School has no religious affiliation, there is a close relationship between the two institutions; some spaces are shared, and a congregant sits on The Wesley School's Board of Trustees. Continued cultivation and management of this warm relationship with the Church will be an important part of the new Head's role, as the strategic plan identifies several important opportunities for limited, tactical expansion. In addition, the Board of Trustees recently purchased two adjacent properties, expanding The Wesley School's campus footprint.

The new Head of School will benefit from the sense of momentum, purpose, and stability fostered by the outgoing Head of School and the collaborative leadership of the current Board of Trustees. The Wesley School is fortunate to have full enrollment, a well-articulated academic program, a dedicated and talented faculty and staff, deep loyalty and trust from families and alumni, and a refreshingly unpretentious ethos and culture.



OPPORTUNITIES AND CHALLENGES

The Wesley School is entering this transition from a position of strength. Over the past few years, the School's academic and co-curricular programs have become aligned across the grade levels, while sustaining a commitment to social-emotional learning and to diversity, equity, inclusion, and belonging. Balancing and supporting the needs of a range of students and their families will require both flexibility and clarity in communication. Building upon the existing culture of philanthropy and amplifying its distinctive brand in a locally competitive admissions market will also be a priority for the next Head of School. Because Wesley has experienced several recent leadership transitions, the new Head will have the opportunity to establish their own leadership style, while building a sense of consistency and trust within the community.



Opportunities:

- To articulate a compelling vision for the future, and guide the School into its next chapter of growth and achievement;
- To sustain and nurture Wesley's strong sense of community by cultivating meaningful relationships among students, families, faculty, and staff, and continuing to build an inclusive school culture where everyone feels valued, respected, and connected;
- To build upon a cohesive academic program and evaluate areas for enhancement;
- To uphold and advance Wesley's longstanding commitment to diversity, equity, inclusion, and belonging, recognizing these values as essential to the School's identity, educational philosophy, and sense of community;
- To provide thoughtful and collaborative leadership that unifies the strengths and expertise of an experienced administrative team while promoting a shared vision and commitment to the School's mission.



Challenges:

- To balance rising operating costs and tuition affordability, while expanding philanthropic support, growing the School's endowment, and preserving the quality of the Wesley educational experience;
- To maintain enrollment near the School's 300-student capacity while making effective use of existing facilities, addressing evolving campus needs, and exploring opportunities for thoughtful, sustainable facilities enhancement;
- To continue to recruit, support, and retain high-quality faculty and staff while maintaining competitive salaries and benefits.



QUALIFICATIONS AND PERSONAL ATTRIBUTES



The Wesley School seeks an experienced, approachable, and thoughtful educational leader who values meaningful relationships and brings integrity, discernment, and a strong sense of purpose to their work. The next Head of School will be a visible and accessible presence on campus, engaging meaningfully with students, families, faculty, staff, and Trustees while listening attentively, communicating openly, and demonstrating the conviction required to make thoughtful, independent decisions.

This position calls for substantial experience in a lower and middle school environment, including administrative leadership, academic program development, and classroom teaching. A strong understanding of independent school operations, including enrollment management and institutional advancement, will be equally important, along with the ability to effectively oversee the School's operational and strategic priorities.

The following qualities and characteristics will be important for the next Head of School:

- An emotionally intelligent leader who builds trust, unites teams, and brings enthusiastically engaged constituents together throughout the School community;
- A fluency and comfort with the social-emotional and pedagogical needs of lower and middle school students;
- A nuanced understanding of the drivers that promote institutional sustainability, including strategic financial planning, enrollment management, philanthropic giving, and faculty and staff recruitment, development, and retention;
- Financial leadership through disciplined budgeting, responsible resource allocation, and a commitment to transparency, accountability, and long-term financial sustainability;
- An enthusiasm for fundraising in support of the School's mission;
- An abiding commitment to the work of diversity, equity, inclusion, and belonging with an understanding of how these values are reflected in the educational experience and daily life at a Kindergarten through Grade 8 school;
- Exceptional written and verbal communication skills with the ability to articulate The Wesley School's mission, values, and distinctive qualities effectively to both internal and external audiences.

LEARN MORE

- [School Website](#)
- [Strategic Plan](#)
- [High School Placement](#)
- [About North Hollywood, California](#)





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:

CATHY SHELBURNE

Executive Coach and Consultant
cathy.shelburne@carneysandoe.com

DAN MILLER

Consultant
dan.miller@carneysandoe.com

The full-time salary range for this position is \$325,000-\$400,000. The starting salary is based on, but not limited to, several factors, including years of experience, educational background, and expertise.



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