

HEAD OF SCHOOL SEARCH

Washington Episcopal School is seeking candidates for the position of Head of School to take office in July 2011. Candidates interested in this position are asked to submit the following documents **by July 15, 2010**:

- Cover letter to the Washington Episcopal School Search Committee
- Résumé
- Personal statement or statement of educational philosophy
- Additional writing sample on a topic of the candidate's choice
- List of references
- Up to three letters of reference

Application materials are to be addressed to the Washington Episcopal School Search Committee and sent, electronically via email, **as a single WORD document** to:

James R. Maggart
Educators' Collaborative
jmaggart@educatorscollaborative.com

Candidates are encouraged to speak personally with Jim Maggart (203-230-0133) or Jean Lamont (203-605-6975).

In September 2010, the Search Committee plans to identify a list of candidates whom they will interview. From this group they will narrow the selection to candidates who will be invited to WES for further interviews. The Trustees hope to reach a decision and appoint a new Head of School by November 2010, with the term of office to commence on or about July 1, 2011. Salary and benefits are competitive. Washington Episcopal School is an equal opportunity employer.

BRIEF OVERVIEW OF THE SCHOOL

Washington Episcopal School (WES) is one of the leading elementary and middle independent schools in the Washington, D.C. area. An independent Episcopal day school affiliated with the Episcopal Diocese of Washington, WES follows the traditions and practices of the Episcopal Church but honors the religious beliefs of all members of the school family.

WES has grown dramatically in its short history, from a small start-up school using leased space in a church basement to a thriving institution with 313 students from Nursery through Grade 8. The school is housed in a modern, thoroughly equipped facility in Bethesda, Maryland, one mile from the District of Columbia line. The WES program includes a thoughtfully designed and comprehensive curriculum; curriculum-

based study trips to Utah, Italy, Spain, and France, included in the tuition, that are unique in the area (and possibly the country); and outstanding programs in art, music, and athletics. To implement this program WES has an exceptional faculty consisting of 22 classroom teachers (10 in Early Childhood, 12 in Elementary), eight Middle School teachers, and 18 teachers in art, music, science, religion, French, Spanish, Latin, technology, physical education, and library. Supporting the teachers are 22 academic support specialists, administrators, and other staff.

The “WES Way,” however, also incorporates character development as an integral part of each child’s education. The school motto is Be Kind. WES is not affiliated with a parish but is committed to its mission as an Episcopal school. Through the study of religion, daily reflection, and weekly chapel services led by the Chaplain, students are helped to develop and support their faiths and find a “moral compass.”

WES graduates have also achieved significant success in high school and beyond. The one hundred and ten graduates of the past four years are in 35 high schools - the majority at independent day schools in the Washington area, and the remainder at boarding, public, and charter schools. The next older generation of graduates is enrolled at a number of leading colleges and universities, including six Ivy League institutions, outstanding liberal arts colleges and state universities, and schools abroad.

WES is also marked by a strong sense of community and a warm, friendly atmosphere. The parents give generously of their time and talent, and parent participation in Annual Giving has reached a remarkable 100% each of the past three years. The annual Auction for Financial Aid attracts a large portion of the school community and has raised more than \$750,000 in the past five years for financial aid.

The administration and Board of Trustees have worked closely to craft budgets that provide for the needs of the program while increasing teachers’ salaries, keeping tuition at reasonable levels, and supporting a range of families with financial aid. Careful budgeting has allowed the school to fill several additional positions and make numerous improvements to the facility while ending each of the last 10 years with a small surplus.

WES is in a strong position and the coming years promise to be exciting. In 2005, the school was given the chance to buy five adjacent acres (known as “Unit 2”). The school is in the process of selling one of the five acres to a developer, and the proceeds from the sale will substantially reduce the school’s debt and allow the school to develop the remaining four acres for school use.

WES is looking for an experienced educator with strong management skills who can build on this foundation, inspire the WES community, and lead WES through the next phase of its growth and development. The school seeks a new Head with excellent management and communication skills who can (1) continue to strengthen the WES program, (2) ensure that WES maintains an outstanding faculty and staff, (3) be an effective ambassador for WES as it seeks to manage enrollment and raise its profile within the D.C. independent school community, (4) guide the school through the development of the adjacent property, and (5) be an effective steward of WES’s Episcopal values and traditions.