

POSITION STATEMENT

ST. LUKE'S SCHOOL

NEW YORK, NEW YORK



HEAD OF LOWER SCHOOL SEARCH

START DATE: JULY 1, 2026



OVERVIEW

St. Luke's School, a distinguished leader in New York City's independent school community, celebrating its 80th year, has long been synonymous with academic rigor, character development, and a commitment to serving something greater than oneself. With a history of educating young people to be thoughtful leaders and engaged citizens, St. Luke's balances a deep respect for tradition with a forward-looking approach to educating the whole child. The School seeks a Head of Lower School for July 2026 who will be a visionary leader for the division, serving students from Junior Kindergarten through Grade 4. The Head of Lower School will work in close partnership with Head of School Tracy Fedonchik, faculty, students, parents, and the administration to champion the School's mission, fostering a nurturing and challenging environment where young learners develop a strong academic foundation, moral compass, and a genuine joy for discovery.

The St. Luke's experience is rooted in the belief that education must address the whole child—intellectually, socially, ethically, and emotionally. Classrooms are dynamic hubs of inquiry where students are encouraged to think critically, collaborate effectively, and approach challenges with resilience and creativity. The curriculum is designed to be both rigorous and responsive, ensuring that each student is known, valued, and challenged to reach their fullest potential.



A hallmark of a St. Luke's education is its emphasis on purposeful learning and community connection. Whether through service-learning projects that begin in the earliest grades, exploring the vast cultural resources of New York City, or engaging in hands-on STEM activities in dedicated innovation labs or our new makerspace, students are continually asked to apply their learning in meaningful contexts. This approach cultivates not only academic excellence but also empathy, leadership, and a sense of responsibility to the wider community. The School's strong and vibrant enrollment underscores the deep resonance of its mission and the trust families place in a St. Luke's education.

St. Luke's embraces students from across New York City. While many of the School's 355 students live in nearby West Village, Tribeca, and Chelsea, others come from areas of Manhattan, Queens, Brooklyn, and New Jersey. Approximately 43% of the student body identifies as people of color. Multiple religious denominations and spiritual practices are welcomed and represented at St. Luke's. In the 2025-26 school year, need based financial assistance totals \$3.7 million. 21% of students receive financial aid.

Committed to fostering a diverse, equitable, and inclusive community, St. Luke's believes that a pluralistic learning environment, where every individual is respected and valued for their unique identity and contributions, is essential to its mission. Through ongoing professional learning, student-led initiatives, and family engagement, the School strives to ensure that every member of the community feels a deep sense of belonging and is empowered to engage in thoughtful dialogue and action. Rooted in the School's mission, values, and identity as an independent school founded in the Episcopal tradition, DEIJB at St. Luke's values and honors the dignity of all human beings and the religious, spiritual, cultural, and moral traditions, perspectives, and practices of our community.

Families are embraced as important members of the St. Luke's School community. Each morning, families gather on the playground and courtyard awaiting the morning bell that announces the time to enter the building. Families can spend time in the early elementary classrooms, helping to transition their children to school and joyfully checking in with faculty. The family partnership is a vital part of the JK-8 experience, most visible in the school's commitment to bringing families onto campus. This engagement includes celebrations of learning, such as the Grade 4 Poetry Café; community events, like the Halloween Party and family dinners; cultural celebrations, like Shabbat dinners and the Multicultural Fair; and regular family coffees and parent education opportunities.

Often described as a "secret garden" in the heart of the West Village, St. Luke's is set upon two acres of gardens with pathways that connect external doors to outdoor spaces. It is a peaceful island in the heart of the hustle and bustle of New York City. The Lower School features bright, cheerful classrooms, and students also take full advantage of a gymnasium, auditorium, dining room, art and dance studios, the Grace Sawyer Library, and outdoor play spaces, including a multipurpose sports field and outdoor learning center on the roof.

OUR MISSION SERVES CHILDREN

- We ignite curiosity for the world and for learning.
- We instill confidence to advocate for themselves and for others.
- We inspire courage to lead in service to our community, world, and future.





THE LOWER SCHOOL

The Lower School at St. Luke's is a warm and vibrant community where the five Community Standards that characterize the School's commitment to the development of the whole child – Dignity, Compassion, Respect, Excellence, and Honesty - are woven into the fabric of daily life. Exceptional teachers, who know their students and their craft, are at the center of what makes the St. Luke's Lower School special. The program is carefully designed to build a powerful foundation in literacy, mathematics, and social studies through a balanced approach of direct instruction and exploratory, project-based learning. Specialist teachers in science & STEM, art, music, physical education, world language, dance, library, and health enrich the core curriculum, ensuring a well-rounded educational experience from the start. The Lower School gathers for Chapel weekly and beginning in 3rd grade students participate in Eucharist service.

Central to the Lower School philosophy is the development of strong student-teacher relationships. Small class sizes allow faculty to truly know each child, differentiating instruction and nurturing individual strengths. Experienced teachers act as mentors and guides, fostering independence, self-advocacy, and collaborative skills. The social-emotional curriculum is explicit and integrated, providing students with the tools to understand themselves, build healthy relationships, and become contributing members of their classroom community. The foundation built in the Lower School equips students with the confidence, character, and academic skills to thrive in the Upper School and beyond.

To learn more about the Lower School at St. Luke's, visit the website: www.stlukeschool.org.

SALARY RANGE

\$180,000 - \$225,000



RESPONSIBILITIES, OPPORTUNITIES AND CHALLENGES

The next Head of Lower School will join a mission-driven and passionate school community to articulate a vision for the division and lead with wisdom, warmth, and conviction. Key responsibilities, opportunities, and challenges include:

- Champion the unique culture and mission of the St. Luke's Lower School, ensuring it is a place of high academic achievement, profound kindness, and joy.
- Be a visible, approachable, and engaged leader for students, faculty, and parents; building community and celebrating the division's successes.
- Skillfully balance the School's respected traditions with innovative, research-based best practices in curriculum and pedagogy.
- Serve as a persuasive advocate for the Lower School within the broader JK-8 context; partnering effectively with the Upper School; and collaborating well as a member of the senior administrative team.
- Recruit, mentor, support, and retain an exceptional and diverse faculty and staff.
- Partner thoughtfully and proactively with parents, fostering clear communication and a strong home-school alliance.
- Continuously evaluate and refine programs to ensure Lower School students are developing the foundational skills, intellectual habits, and ethical framework for future success.
- Establish and uphold clear, consistent policies and practices with regard to student behavior.
- Nurture a professional culture of collaboration, trust, reflective practice, and growth.



KEY QUALIFICATIONS & QUALITIES

The successful candidate will be a mission-aligned leader who embodies and demonstrates most, if not all, of the following:

- Significant early childhood and/or elementary teaching experience is required; substantial administrative and leadership experience is strongly preferred.
- A deep understanding of child development and a mastery of best practices in lower school education, from literacy instruction to social-emotional learning.
- An educational leader who can develop a compelling vision for the division and inspire others to execute it.
- An exceptional communicator—in writing, in speaking, and in listening—with all constituents.
- A passionate commitment to and demonstrated experience in advancing diversity, equity, inclusion, and belonging in a school community.
- An effective mentor of both new and experienced teachers.
- A collaborative and decisive leader who seeks input, builds consensus, and makes informed decisions with confidence and clarity.
- A community-builder who leads with authenticity, empathy, intellectual curiosity, and joy.



APPLICATION PROCESS

St. Luke's School has retained Resource Group 175 to support the search for its Lower School Head. To apply, interested candidates must provide a cover letter, resume, and personal statement.

Candidates may submit these materials online at:

<https://rg175.com/candidate/signup>

Application deadline: **November 7, 2025**

Start date: **July 1, 2026**

For inquiries or to nominate a candidate for this position, please contact Tony Featherston at tfeatherston@RG175.com