

**LOWER SCHOOL DIRECTOR
SEARCH****CHANDLER SCHOOL**
Pasadena, California**APPLICATION
DEADLINE****January 15, 2018**

Interested candidates should send a resume, a letter of interest, and a minimum of three references—in ONE PDF—to:

Coreen R. Hester
RG175 Senior Consultant
chester@rg175.com

The salary for this position is competitive, and the benefits are excellent.

**CHANDLER'S HISTORY AND
MISSION**

Since its founding in 1950, Chandler School has had a clear focus on the development of intellect and character of its students, and the School enjoys a reputation as one of the leading elementary schools in the Los Angeles area.

Chandler's mission is to provide each student with the highest quality and most academically challenging education in a nurturing, balanced and diverse environment.

We strive to have our students gain a love of learning, a means of thinking independently and an ability to work collaboratively. A Chandler education seeks to develop good character, self-reliance and a commitment to community in students as a foundation for academic and personal success.

The Goals of Chandler reinforce the importance of academic challenge, character development, commitment to diversity and service learning at the School. The Chandler Code and Six Pillars of Character are also integral to the experience of students at the School. There is a strong duty of care for individual students who enjoy the full support of the community for their growth and development.



To learn more about
Chandler School:
www.chandlerschool.org



THE

There is clear consensus about the importance of academic challenge in the program at Chandler. Students embrace intellectual engagement. Younger students eagerly engage in the discussion of a math problem, and older students debate literature while walking between classes. There is a palpable sense of purpose around the life of the mind.

At the same time, it is evident that students feel known and valued for their individual trajectory. They laugh and connect; they are joyful. A student new to the school reported that he had two new best friends—within days of the start of school—and students listen to each other with respect and kindness. Teachers describe Chandler students as “out-going,” “kind,” “high-performing” and “multi-talented.” Service learning, athletics, the arts, and experiential learning adventures enhance the program and promote healthy, positive relationships among students.

The Chandler programmatic vision includes a commitment to best practice in innovative, research-based initiatives. Looking to the skills that students need to develop, Chandler seeks to engage students in robust math and literacy challenges, compelling technology initiatives, and exciting design thinking projects. The curriculum balances core subjects with interdisciplinary study, promoting critical thinking and problem-solving. Students themselves characterize the program as “challenging but very hands on.”

THE COMMUNITY

“If you’re passionate and professional, you’ll love Chandler!” says one member of faculty. Another comments that “the most important quality that makes Chandler unique is our ability and desire to improve. We are always improving,

always looking for better ways of teaching, better professional development, better technology.” Another comments that it is the “collaborative, caring faculty and staff” that inspires loyalty and long tenure in the professional community at Chandler. Students describe their teachers as “dedicated,” “approachable,” “smart,” and “caring.”

Parents are equally enthusiastic. They remark on the “strong sense of community, dedication to excellence, and support for all students” at Chandler. The winning combination of “challenge and support” for all learners constitutes a refrain among the parents at the School. And they appreciate the “blend of tradition and innovation” reflected in what students are asked to do.

The total enrollment in the School is 450 students, approximately 260 students in the Lower School and 190 students in the Middle School. Students arrive from 48 different

zip codes, and at home families speak more than 20 languages, and they self-report ethnic diversity of nearly 60% in the student body. The School enjoys a competitive admissions position in the area, and demand for spots at Chandler is high. A generous financial aid program supports families who would not otherwise be able to attend Chandler.

Located on a beautiful knoll above the Rose Bowl, Chandler School enjoys a lovely setting and a fit-for-purpose, renovated campus. Classrooms for the Lower and Middle Schools are generously large, and the campus provides ample space for physical education, athletics, and after-school programs. Chandler offers the campus for local Pasadena programs including the impactful Partnership for Success! for students in local public schools. The facilities support the educational goals of the School and provide an environment that students enjoy and appreciate.

The School's strength and growth over time is attributable to the leadership provided by a long-term Head of School, a collaborative administrative team, and a strategic Board of Trustees who all work in partnership and toward shared goals to fulfill the mission of Chandler.



POSITION OVERVIEW

The opportunity to serve as the Lower School Director at Chandler is an exciting and challenging one for an educator with talent and energy. Grades K-5 constitute the Lower School division. Leadership of the Lower School faculty and staff is a central responsibility for the Director. There are roughly 25 faculty and 2 staff members in the division.

The new Director should demonstrate a commitment to the School's mission and goals and an ability to engender excitement for the mission in others. Experience with substantive curricular work, creative problem solving, effective team building, and a collaborative approach is essential.

The Director should be thoroughly familiar with recent developments in education in order to assess and implement a high-quality program. The Director should also be familiar with the emotional and social development in the lives of young children. The ability to build an inclusive community that appreciates diversity is a key attribute. In addition to being a good listener, the Director should be capable of making timely decisions, leading change successfully, and communicating clearly. Organization and attention to detail are also important.

Chandler parents are intelligent, involved, and informed. Through an effective home-school partnership, they contribute enthusiastically and positively to the School, and the Lower School Director provides appropriate support and structure for parent involvement.





ESSENTIAL DUTIES AND RESPONSIBILITIES

- Supervises and evaluates Lower School faculty and staff in conjunction with the Head of School.
- Cultivates a supportive climate that promotes high morale.
- Demonstrates commitment to personal and professional growth personally and for all members of the Lower School faculty and staff.
- Reports directly to the Head of School, collaborating with the Middle School Director and the campus-wide administrative team on educational and strategic planning, budgeting, and decision making.
- Assumes leadership of school-wide initiatives as requested.
- Demonstrates sensitivity, consistency, trustworthiness, integrity, fairness, and respect for others; acknowledges and respects diverse perspectives and opinions.
- Oversees the appearance, maintenance and safety of all facilities used by Lower School students.
- Any other duties as are within the scope, spirit and purpose of the job as requested by the Head of School.
- Assumes responsibility for all aspects of the student experience in the Lower School, including academic development, extracurricular activities, and physical and social wellbeing.
- Leads the development of a shared vision in the Lower School that focuses on curriculum alignment and continuous improvement in teaching and learning.
- Promotes the use of a variety of instructional and assessment strategies to ensure that all students are challenged appropriately.
- Manages change effectively.
- Communicates effectively orally and in writing.
- Works with others to ensure a school environment that is safe for all and implements an effective disciplinary model.
- Knows every student and family in the division and is a visible presence in all areas of the School.
- Works respectfully with all members of Chandler's diverse community.
- Participates in the recruitment and selection of outstanding new teachers in conjunction with the Head of School.



PROFESSIONAL QUALIFICATIONS

- Administrative or leadership experience in Lower School in an international or US public or independent school setting.
- Evidence of successful Lower School teaching experience.
- An advanced degree as well as evidence of a commitment to continuous professional development, demonstrated by appropriate professional memberships, conference attendance, and presentations.
- Significant experience in leading curriculum and program development.
- Demonstrable experience in developing successful and supportive relationships with faculty and staff, students, and parents.
- Demonstrable proficiency with technology tools that impact teaching, learning, communication and organization.
- Evidence of significant management responsibilities, including recruitment of staff and performance evaluation.
- A proven commitment to the safeguarding of children and young people.
- Experience in participating in school management, strategic planning, and budgeting as part of a senior leadership team.

