



Position Statement for
Associate Head of School
Casady School
Oklahoma City, Oklahoma
July 1, 2022



OVERVIEW

Casady School is an independent, coeducational, college preparatory, Episcopal day school in Oklahoma. Founded in 1947, the School offers a comprehensive, PreK-12 educational program and serves nearly 1,000 students on a beautiful 80-acre campus located approximately 10 miles north of downtown Oklahoma City. Since its founding in 1947, the School is rooted in its Episcopal history and identity and is committed to deeper-level learning where all students are provided a foundation of excellence, which provides them with the educational and social skills to triumph in their future endeavors.

Casady School is accredited by the Independent Schools Association of the Southwest (ISAS) and the Southwestern Association of Episcopal Schools (SAES) and belongs to the National Association of Independent Schools (NAIS), the National Association of Episcopal Schools (NAES), the Association of College Admission Counseling (NACAC), American Montessori Society (AMS), and the Association of College Counselors in Independent Schools (ACCIS). Casady School athletically competes in the Southwest Preparatory Conference (SPC) in Grades 9-12 and the Catholic Grade School Athletic Association (CGSAA) in Grades 4-8.



MISSION

Casady School develops excellence, confidence, and integrity in students and prepares them with the skills and knowledge that serve as the foundation for success.

- **We believe** *an exceptional education should cultivate those habits of mind and character that enable individuals to flourish at each stage of life. Casady School's proven college-preparatory curriculum focuses on the full development of each student, in mind, body, and spirit.*
- **We believe** *the mind should be nourished and developed; therefore, our academic program provides our students the challenges and opportunities necessary to develop critical and creative thinking skills, the ability to plan, evaluate, and implement actions, and most importantly, the support to nurture their passions.*
- **We believe** *competitive athletics and physical education are central to the development of leadership and teamwork as well as self-confidence and respect for others. Our students are participants rather than simply spectators. Casady provides healthy and competitive opportunities that are critical to developing an appreciation for wellness and fitness in each student.*
- **We believe** *strong spiritual and moral values provide an essential foundation for one's life; therefore, the School provides instruction in the basic tenets of the Christian faith as expressed in the Episcopal tradition. Central to the School are daily Chapel services and instruction in theology and ethics. Casady embraces individuals regardless of belief and values an understanding of all faiths.*
- **As such,** *we help our students succeed by challenging and supporting them in every aspect of their educational experience. The result is that our students are given every opportunity to realize their potential and use it to make a difference in their community.*



THE LEADERSHIP POSITION

The Associate Head of School is a key leadership position supporting all student facing programs in the four academic divisions of the School, Primary (PK-K), Lower (1-4), Middle (5-8), Upper (9-12), as well as performing arts and athletics. This school leader works in partnership with the various constituent groups within the School to provide leadership to assess, to implement, and to oversee all aspects of teaching, learning, and student development and reports directly to the Head of School. The Associate Head of School not only provides academic leadership and oversight to maintain the academic integrity of the School, but also mentors division directors, teachers, and students, and serves as a resource for parents.

While the Head of School is responsible for providing institutional direction, articulating vision and mission, and defining purpose, the Associate Head of School is primarily engaged and responsible for ensuring that these objectives and initiatives are supported and carried out purposefully and effectively across all divisions. Additionally, the Associate Head of School serves as the Head of School in the Head's absence and when called upon by the Head of School.

The ideal candidate will be a team player who has a collaborative nature and is a consensus builder. This administrator will possess outstanding skills in communication and technology, including outstanding writing and speaking skills. The Associate Head of School will possess a deep commitment to the regular and ongoing evaluation of the curriculum, academic programming, and faculty growth and accountability with an eye toward vertical, horizontal, and cross-discipline alignment, relevant and intentional student experiences, and cutting-edge teaching and learning practices.

ACADEMIC PROGRAM

Casady's PK-12 academic program provides students the challenges and opportunities necessary to develop critical and creative thinking skills, the ability to plan, evaluate and implement actions, and most importantly, the support to nurture their passions. The School prepares students with the skills and knowledge that serve as the foundation for successful lives--wherever their lives lead them in this rapidly changing world. Students receive the very best education, which is built upon developing excellence, confidence, and integrity in each student. This passion for individualized, student-driven, durable, and engaging education has remained steadfast over the past 70-plus years. The Casady School student journey enviably promotes balance, seeks purpose, and encourages joy and engagement.

Casady's Strategic Academic Plan focuses on **five priorities**: 1) **student wellness**, 2) **student engagement**, 3) **durable learning**, 4) **community involvement**, and 5) **skills and knowledge**. All that Casady does reflects these five priorities, leads to "peak" learning opportunities, and stays true to its mission.

A review of the academic program will confirm a strong adherence to effective priorities, alignment, and intentional instructional best practices that are evident at each of the student levels, from earliest Montessori-based practices in the Primary Division, inquiry and skills-based learning and critical thinking in the Lower and Middle Divisions, to the rigorous academic college preparatory and interdisciplinary studies in the Upper Division. Culminating in high school, students complete collaborative projects that include community engagement, public presentations, and in-depth investigations through project and problem-based authentic learning. The School's comprehensive PK-12 program is bolstered by highly effective faculty, administrators, and staff who work collaboratively and creatively to marshal resources and skills necessary to support student achievement.

Faculty and staff are highly regarded not only for their expertise, skills, and teaching experience, but are regarded as mentors or coaches, and each is vitally dedicated to each student's growth and development. Casady's exceptional teachers inspire students to ask



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the right questions, not simply to find the right answers. Students benefit from the richness of human interaction, small classes where teachers and students work in close partnership as they explore the rigor of the course offerings with a broad array of electives, and are unified by common skills development across ages and departments. Casady students are encouraged to share, discuss, and dissent as they learn to think with analytical power, imagination, and creativity.

The Fine Arts Program fosters creativity and inspiring the mind, as well as the imagination. Through the arts, students learn valuable skills and talents that provide universal benefits, and they gain an understanding of a world deeper than they had previously believed. The School offers a wide range of opportunities for children to participate in music, theatre, and visual arts as academic courses and extracurricular activities.

The faculty's commitment to fostering student creativity is evidenced by the School's phenomenal music ensembles, grade

level performances, and theatrical productions. In fact, Casady Performing Arts produces more than 20 unique performances throughout a school year, including programs such as first grade Christmas Chapel, fourth grade Celebrate America, Middle and Upper Division plays and musicals, Upper Division Pops Concerts and international tours for Upper Division students. Casady students are given many opportunities to showcase their growth and confidence in the arts.

Lower Division art classes meet weekly in dedicated classrooms hosted by professional art and music educators. Additional opportunities are available in optional after school enrichment courses. Middle Division's fifth and sixth grade curriculums include visual arts and music courses in a variety of mediums and disciplines, with art electives in seventh and eighth grades. Upper Division offers a great breadth and depth of courses and opportunities, including Choir, Orchestra, Band, Theatre, and Production. The Visual Arts include classes such as painting, printmaking, photography, graphic design, video production, and film.

Promoting daily physical activity and healthy habits among students is a core component of Casady's mission. Casady's Physical Education (PE) curriculum is taught in grades 1-6 in a progressive sequence to promote a life-time of wellness and healthy habits, foster healthy team relationships, teach good sportsmanship, and prepare student-athletes to win while teaching life lessons through physical activity and sports. Basic principles of the Positive Coaching Alliance are taught and woven into the curriculum throughout each division. The goal is to provide a comfortable place to participate, explore, and have fun with classmates through movement, key motor skills, and cooperative games. A high value is placed on creating an inviting environment for safe and respectful play.

The positive values associated with being part of a team, and representing Casady prompt growth and self-discovery. Students in grades 7-12 have the option to choose from 21 different sports that are offered during three seasons for the academic year. Every Upper Division student has the opportunity to participate in competitive athletics on either varsity, junior varsity, or freshmen teams. Casady School is a competing member of the [Southwest Preparatory Conference](#). Since 1956, Casady School has won 154 SPC championships. Casady is also a member of Oklahoma City's Catholic Grade School Athletic Association for teams in grades 4-8.

STRENGTHS, CHALLENGES AND OPPORTUNITIES

The School stands today as a comprehensive educational institution with many enduring strengths – among them are a clear and compelling mission, its undeniable Episcopal Identity and welcome, its passionate students who love learning, an outstanding faculty and staff, a qualified and excellent administration, a supportive parent body, a large alumni constituency, an appealing and well-maintained campus, and a strong financial base from which to build toward the future.

Casady School also faces many of the challenges common to high-performing independent schools



today – leaning into its commitment to being an equitable and diverse community, defining appropriate uses for technology in its classroom, and providing current and effective resources to support all students in managing their daily lives and the competing forces that impact and influence children/youth health, growth, and development.

In addition, the pandemic, competing leadership demands, the challenges of timely and clear instructional delivery, in-person teaching, and student learning styles have brought into sharper focus the need for clear decision-making, engagement of voices in respectful debate and ongoing conversations, transparency, and trusted communications community wide.



SUCCESSFUL CANDIDATE

The successful candidate will be able to demonstrate many of the following skills, values, and experiences:

- Proven record of demonstrated leadership in the management of a large and complex organization;
- Identify and be willing to endorse the School's mission, vision, and values;
- Lived experience applicable to Episcopal Identity and a strong commitment to Community and Inclusion;
- A collaborative leadership style characterized by seeking input from others, a willingness and ability to delegate, and the ability and fortitude to make difficult decisions;
- Prior successful teaching experience and genuine appreciation and respect for teachers and staff;
- Understanding of student development, PK-12, and a sincere respect for students and their families;
- Engaged presence on campus, approachable, and available to students, faculty, staff, families, and alumnae/i;
- Ability to manage difficult decisions with sensitivity and conviction;

- Understanding of independent school leadership and the capacity to be a strong partner with the Head of School and the senior leadership team at the School;
- Intelligent, reflective, and open to hearing and providing honest feedback;
- Highly effective in crisis – calm, clear, courageous, and caring;
- A good listener and an honest, open, and inspiring communicator; and
- A connector who authentically demonstrates empathy, humility, resilience, and humor.

APPLICATION PROCESS

A minimum of 5 years of school administrative and supervisory experience is preferred and a strong teaching background is required. In addition, a graduate degree is preferred, with deference given to educational related or leadership areas of study.

Candidates interested in applying for the Associate Head of School role may apply online at: <https://rg175.com/candidate/signup>

The application includes:

- Letter of Interest
- Resume
- Personal Statement
- List of Five References with contact information

Deadline for receipt of full application materials is **October 8, 2021**.

If you have any questions about the search, please contact Doreen Oleson, Ed.D., at doreenoleson@gmail.com at Resource Group 175.

Thank you for your interest in Casady School. We look forward to hearing more about your interest in this exciting opportunity for an outstanding educator.

Casady School welcomes candidates who reflect the diversity of the world around us and therefore does not discriminate on the basis of race, color, religion, gender identity, sexual orientation, socioeconomic status, nationality, or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, athletics, and other school-administered programs generally accorded or made available to students at the School.