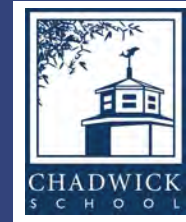


Position Statement
Upper School Director Search
Chadwick School
Palos Verdes Peninsula, California
Start Date: July 1, 2023

Chadwick School

Upper School Director Position Statement

START DATE: JULY 1, 2023



Chadwick School, a coed day school enrolling 865 students in grades K-12 and located in beautiful Palos Verdes, California, is seeking a talented and innovative Upper School Director to begin July 1, 2023. The Upper School is a dynamic division with talented faculty and 360 inquisitive students in grades 9-12. Like most schools, Chadwick is emerging from the effects of the pandemic which were exacerbated by a period of leadership turnover at the school that is now in the past. Led by a savvy and highly capable two-year Interim Head, Tom Sheppard, the school is high-functioning with an engaged student body, happy parents, eager faculty, and hopeful applicants. Jessica Donovan, currently Head of Sheridan School in Washington, DC, has been named the next Head of Chadwick and will begin her tenure in July 2023. Working closely with the newly appointed Head who arrives next July, Tom Sheppard has the opportunity to name a new Upper School Director following the retirement of the long-time incumbent, who has been with the school for 40 years. The new Upper School Director will join an exceptional team of school leaders and play a vital role in charting the future of the Upper School while inspiring innovation in the Upper School program.

The Upper School Director reports to the Head of School and serves on the School Leadership Team as



well as the Academic Leadership Team. Working with two first-rate Directors of Teaching and Learning along with a bright and charismatic Assistant Head of School and two highly experienced grade-level deans, the Upper School Director is surrounded by a knowledgeable and dedicated Upper School leadership team that is second to none.

What's needed here is a person who wants to engage with students, is eager to be part of the life of the Upper School and the close-knit and vibrant K-12 Chadwick community, and someone who will inspire Upper School faculty and staff to strengthen and connect their work to the school's overall Mission. The Director needs to be someone who naturally wants to know

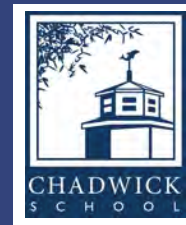
everyone, be everywhere, attend everything, knows how to interact with parents and colleagues with aplomb, and works collaboratively with fellow division directors. The Director must be adept at understanding and managing the interdynamics of students and teachers both in and outside the classroom and be comfortable blending a core academic program with an extensive array of global and outdoor education programs that can expand students' learning and take them as far as Chadwick's peer campuses in South Korea and Vietnam. Experience with and/or a deep understanding of the college counseling landscape is also desirable.

The particulars of the position appear below. **The deadline for applications is January 3, 2023.**

Chadwick School

Upper School Director Position Statement

START DATE: JULY 1, 2023



THE UPPER SCHOOL DIRECTOR

- Is the face, voice and champion of the Upper School in the community.
- Has comprehensive responsibility for all curricular and non-curricular activities involving students and faculty.
- Maintains a focus on the short and long-term interests of students at all times.
- Evaluates all Upper School faculty and staff.
- Oversees the hiring of Upper School faculty.
- Partners with the Directors of Teaching and Learning to shape the Upper School curriculum.
- Oversees the Upper School student support team, including two Deans of Students, an Upper School Counselor and Upper School Learning Specialist.

The opportunities for the new Director to make a programmatic difference include:

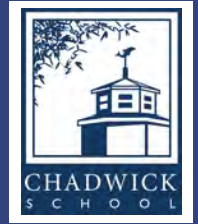
- Partnering with the Middle School Division Director and Village School Division Director to strengthen connections, consistency in communication, and policies across divisions.
- Developing a formal student leadership program.
- Partnering with other school leaders to develop innovative signature programs that can solidify Chadwick's place in the educational landscape.
- Imagining ways to further develop a culture of educational innovation across the division including, but not limited to, opportunities for STEM programming, partnerships with outside organizations and real-world application of learning.
- Refining the roles and responsibilities of the Upper School Deans and advisors.
- Reviewing divisional curricular and co-curricular offerings/graduation requirements and the attendance practices and policies.



Chadwick School

Upper School Director Position Statement

START DATE: JULY 1, 2023



The School seeks a Director who will:

- Embody and embrace Chadwick's Core Values, the School's Mission and Core Competencies.
- Evidence a commitment to DEIJ.
- Be a compelling communicator and possess strong written and oral communication skills.
- Have relevant administrative and teaching experience, particularly with students in grades 9-12.
- Support the school's commitment to its exceptional Outdoor Education, Global Education, and Community Service programs.
- Understand, evaluate and create clear and consistent processes and systems.
- Be an effective and efficient manager of people, programs, and resources.
- Partner with the Director of Athletics to ensure a robust athletic program.
- Partner with the chairs of the Visual and Performing Arts Departments to ensure expansive arts programs.



PROCESS/TIMELINE

Interested candidates should apply through the portal on the RG175 website: <https://rg175.com/candidate/signup>

The deadline for applications is:
January 3, 2023.

If you have any questions, please reach out to the consultants from Resource Group 175 who are running the search:

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