



Greensboro Day School in Greensboro, North Carolina is searching for a new **Upper School Director**. The start date for the position is July 1, 2022. The school has retained **Big Back Pack LLC** to lead a national search for this position. **For more information, contact Hacker Burr at hacker@bigbackpack.org.**

The School and the Position:

Greensboro Day School's mission is to develop the intellectual, ethical, and interpersonal foundations students need to become constructive contributors to the world. GDS provides a safe learning environment, rigorous academic foundation, a personalized [college placement process](#), and a priority on student [safety](#) and well-being to achieve these aspirational aims.

For more than [50 years](#), Greensboro Day School has been known as the most dynamic, [comprehensive PreK-12 academic learning environment](#) in the Triad. Our students are taught how to think--not what to think. We prepare them not only for college but for life in a global society. We are dedicated to cultivating a principled community of learners that [welcomes diversity](#), including age, culture, gender, race, faith, sexual orientation, socioeconomic status, and ability.

We use the [latest technology](#), a comprehensive curriculum, and a 65-acre campus for discovery. You'll find teachers who build partnerships with our students and are fully invested in their development.

The new Upper School Director will be responsible for the continued academic, programmatic, administrative, and cultural health of the division. In addition to overseeing daily operations of the Upper School, this individual will provide the strategic vision and leadership necessary to create and sustain a supportive and challenging environment that values both tradition and innovation. The Upper School Director will be a key member of the administration's Executive Leadership Team, which is comprised of the Head of School, the Assistant Head of School for Institutional Advancement, the Assistant Head of School for People & Program, the Assistant Head of School for Student Services, the Middle and Lower School Division Directors, the Chief Financial Officer, the Director of Admission and Enrollment, the Director of Strategic Communications, and the Executive Assistant to the Head of School. Currently, the Upper School has a leadership team that includes a Dean of Student Life, Director of College

Counseling, Counselor, Registrar, and faculty representatives who all work closely with the Upper School Director.

Greensboro Day School is the Triad leader in professional development and offers an extraordinary educational environment for faculty, administrators, and staff. With a deep commitment to support and personal growth, the school is always inviting inquiries from professionals who value a passion for learning and a willingness to be an active part of a dynamic and diverse community.

Specific Responsibilities Include:

- Enhancing and developing curriculum and programs in consultation with the Head of School, the Assistant Head of School for People & Program, department chairs, and other key administrators.
- Sustaining and relishing the visible sense of commitment to mission and enthusiasm for the special culture of the School.
- Helping nurture and authentically lead the School's commitment to create a more diverse and inclusive community for all of its students, families, faculty, and staff.
- Cultivating and sustaining a strong sense of community in which both students and faculty have a strong sense of belonging and are respected, challenged, and supported.
- Recruiting, hiring, retaining, mentoring, evaluating, and supporting outstanding faculty members.
- Collaborating with the Lower and Middle School Division Directors and other senior administrators.
- Leading a successful transition for students matriculating from Middle School to Upper School and effectively communicating the value proposition of the GDS Upper School experience (both internally and externally).
- Actively engaging in the daily life of the school by being present in classrooms and attending afterschool activities and events.
- Proactively engaging and communicating with parents.
- Maintaining open and ongoing communication with parents with regard to curriculum, programs, school events, and individual student issues.

Qualifications and Experience:

- A leader who inspires and empowers others, thereby creating in them a sense of ownership and dedication to a cause. A person whose honesty, integrity, and reputation are beyond reproach.
- One whose leadership style is based on transparency, trust, honest communication, and a genuine desire for collaboration. One who genuinely values the contributions of others.

- One who values the relationship between the school and parents and is accessible and responsive to parents' emails and phone calls.
- A service-oriented person who engenders support among colleagues, staff, and the community by virtue of his or her knowledge, experience, and commitment to the success of the school and its students.
- A thought leader who is intellectually curious and inclined toward innovation while still exhibiting a respect for tradition and an existing culture.
- At least ten years of experience as a teacher and administrator in independent schools, with an emphasis on work at the Upper School level in institutions committed to academic excellence.
- A track record of working collaboratively with department heads, faculty, and staff to evaluate and refine educational policy, curriculum, and programs consistent with the mission of a school.
- Background that includes developing and implementing systems and processes; creating schedules; managing budgets; and hiring, mentoring, evaluating, and retaining talented and experienced teachers and administrators.
- Broad and deep knowledge of core academic and extracurricular programs at the high school level, as well as an awareness of emerging pedagogical trends that focus on fostering critical thinking, prudent risk-taking, self-advocacy, and innovation.
- Well-versed background in the stages of adolescent development, strategies for meeting students' social-emotional needs and various learning styles, and associated teaching methods. An educator who relishes working with adolescents, naturally connects with all students, and genuinely cares about their learning, character development, and emotional well-being.
- Exceptional interpersonal skills and an understanding of people and motivations that allow one to interact comfortably and effectively with others
- Familiarity with best practices in curriculum development, professional development and evaluation, scheduling, discipline, administrative policies and procedures, and budgeting.
- The ability to delegate effectively and appropriately to an experienced and responsible faculty and staff while retaining ultimate accountability.
- Strategic thinking skills that allow one to promote a vision, to communicate a strategy, and to see a plan through to practical execution, all while exercising the flexibility necessary to respond to shifting priorities and unexpected challenges.

Opportunities for the New Director:

- Leading a dynamic team of seasoned educators.
 - Improving and growing the opportunities for student and parent connections between the middle and upper school divisions.
 - Building meaningful connections across departments and divisions.
 - Contributing fresh ideas to an already forward-thinking, innovative team of school leaders.
 - Further developing the value proposition of the GDS experience and working with admissions and marketing to communicate with internal and external constituencies.
 - Building a sense of community and school spirit in a post-COVID world.
 - Meaningfully supporting students and teachers and building lifelong relationships.
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To Apply:

Interested and qualified candidates should submit electronically in one email and as separate documents (**preferably PDFs**) the following materials:

- A cover letter expressing their interest in this particular position
- A current résumé
- A one-page statement of professional philosophy and leadership practice
- An annotated list of five professional references with name, phone number, and email address (references will be contacted only with prior candidate approval). **Must include past employers that are immediate supervisors.**

All materials should be sent via email to: (preferred application deadline of January 3, 2022)



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