



The **Maclay School in Tallahassee, Florida** seeks a new **Chief Financial Officer**. The School takes pride in hiring dynamic, compassionate, and diverse faculty and staff who are among the finest in their areas of expertise. The **Maclay School** is committed to a compensation and recognition structure for faculty and administration in order to compete for the best professionals from across the nation.

The school has retained **Big Back Pack LLC** to execute a national search for its next Chief Financial Officer. **For more information, contact Steve Mandell at [steve@bigbackpack.org](mailto:steve@bigbackpack.org).**



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### **School's Mission and Philosophy Statement**

**Mission Statement:** Maclay School is an independent, non-sectarian college preparatory school dedicated to providing a liberal arts education, enabling each student to develop their inherent ability to the fullest extent with a balance of discipline and freedom.

**Philosophy Statement:** The philosophy has been in existence since the beginning of the school in 1968. Maclay School supports its students in fulfilling their potential academically, emotionally, physically, and artistically. Its purpose is:

- to establish and maintain a curriculum designed to teach the liberal arts creatively.
- to create a civilized community of learning guided by a dedicated faculty of superior qualifications.
- to provide patient and understanding ways to challenge each student.
- to engender by teaching and example self-discipline, hard work, integrity, and persistence at school and at home.

- to stimulate each student to inquire, learn, recognize obligations, develop self-respect, and understand others.
- to build a meaningful spirit among students, parents, faculty, and community by faithful fulfillment of the Maclay School Mission and Philosophy.
- to prepare well-balanced students able to meet the future challenges of higher education, service to others, and life, with wisdom and fortitude.

### **School Overview**

The Maclay School is an independent, non-sectarian college preparatory school located on 100 beautiful acres in northern Tallahassee, Florida, about ten miles north of the state capitol building. It is dedicated to providing a liberal arts education, enabling each student to develop their inherent ability to the fullest extent with a balance of discipline and freedom. The 2018-19 school year will be the 51st year for Maclay, now under the leadership of James Milford who is in his fifth year as Head of School.

“We know that our graduates are entering a world being defined in new terms. Our next generation must learn on its feet, be comfortable with rapid change, embrace uncertainty, and not be afraid to solve and lead. Our path forward is centered on the portrait of a graduate we believe is essential for success in this new century. We start with the student who is supported by well-trained faculty. Aside from academics, we embrace a culture of philanthropy that supports the higher purpose of Maclay School - to build great learners and prepare great leaders.”

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### **Why Work at The Maclay School?**

The Maclay School is a coeducational, independent, PreK-12 school with a mission to educate the mind, nurture the spirit, and foster the development of the whole child. Maclay seeks to hire teachers and staff of all ethnicities, races, backgrounds, and cultures who share our commitment to a child-centered and differentiated approach to student learning and achievement.

*It is the policy of Maclay School not to discriminate against any applicant for employment, or any employee because of age, color, sex, disability, national origin, race, religion, or veteran status.*

**The salary range for this position is competitive and includes a comprehensive benefits package (medical, dental, retirement, and tuition remission).**

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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
- A list of five (5) professional references with name, phone number, and email address (references will be contacted only with prior candidate approval).

All materials should be sent via email to:

**Steve Mandell, M.Ed.**  
**Founder and Principal Consultant**  
**Big Back Pack, LLC**  
**[steve@bigbackpack.org](mailto:steve@bigbackpack.org)**

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