



Position Statement
Lower School Assistant Head
St. Andrew's Episcopal School
Start Date: July 1, 2023
Austin, Texas



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OVERVIEW

St. Andrew's Episcopal School has been empowering Scholars, Artists, Athletes, and Servants since 1952. The school enrolls approximately 980 students in grades K-12 and spread across two campuses in Austin, Texas.

Following the recent appointment of current Lower School Head, Katy Roybal, the school is now seeking a Lower School Assistant Head to aid in the management and leadership of the division. This will be the first Assistant Head in the Lower School and will bring the leadership structure of the lower division into alignment with the structure already in place in the middle and upper divisions. The Lower School Assistant Head will join the team in July 2023.

ST. ANDREW'S EPISCOPAL SCHOOL

Mission

The mission of St. Andrew's Episcopal School is to provide an enriched academic program within a Christian environment emphasizing the fulfillment of each student's potential.

The school seeks students of character and intelligence from diverse ethnic, racial, and socioeconomic backgrounds. The school strives to help young people achieve their potential, not only in intellectual understanding but also in esthetic sensitivity, physical well-being, athletic prowess and moral decisiveness so that they may lead productive, responsible lives, not only for themselves, but also for their community. Our core values of community, spiritual foundation, high expectations, and caring, celebration, and humor lead our

mission each day and shape our students into community leaders and lifelong learners.

Learn more about the history of SAS: <https://www.sasaustin.org/list-detail?pk=155154&fromId=264465>

Core Values

COMMUNITY

Based on trust, traditions, communication, appreciation, and support

SPIRITUAL FOUNDATION

To develop moral behavior

HIGH EXPECTATIONS

Reflected in both the knowledge base and behavior of the faculty, staff, students, parents, and board members

CARING, CELEBRATION, AND HUMOR

Fostered by kindness and collegiality

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EPISCOPAL IDENTITY

Being an Episcopal school means that St. Andrew's School is more than an educational institution. It means the community is committed to the formation and nurturing of the whole human being: body, mind, and spirit.

Episcopal schools are part of a long tradition of Anglican education that is marked by a balance between faith and reason, or "the head" and "the heart." St. Andrew's School works to build a community that is welcoming, diverse, and authentically inclusive, where all are honored, supported, and valued. The school practices common prayer that draws upon the ancient traditions of the Church and is both creative and relevant. The community makes a commitment to the practice of service and the work of justice. These principles and ideals

are woven into every aspect of the school's shared life together, and they are what sets it apart as a community of learning.

Learn more about how faith and service is celebrated through daily worship (Link: <https://www.sasaustin.org/student-life/chapel-community-service>)

DIVERSITY STATEMENT OF PURPOSE

Grant, O God, that Your holy and life-giving Spirit may so move every human heart, that barriers which divide us may crumble, suspicions disappear, and hatreds cease; that our divisions being healed, we may live in justice and peace." (1979 Book of Common Prayer)

St. Andrew's sees diversity as an integral element of community and education, and a vital facet of the mission, core values, and Episcopal identity. The school believes that community diversity manifests in many ways, including ethnicity, national origin, religion, gender, sexual orientation, socioeconomic status, family composition, and physical ability. In a commitment to attracting, fostering, and celebrating all aspects of diversity, St. Andrew's aims to create an intentional environment of equity and inclusion.

St. Andrew's School recognizes that this work is constantly evolving as we address the changing needs of a diverse community and as we

educate our students to engage with a diverse world. The school believes that its strength and resilience as a community stem from a commitment to respect the dignity of every human being as a child of God.

ACADEMIC PHILOSOPHY

St. Andrew's thrives on the curiosity, enthusiasm, and diversity of all students. Whether entering the doors as a new Lower School, Middle School, or Upper School student, every child is embraced by the faculty and staff and encouraged to learn, explore, and enjoy the benefits of devoted teachers and administrators who focus on every child, every day. Small class sizes, a specialized curriculum team, and robust support staff ensure that all students are known and well-cared for throughout their educational journey at St. Andrew's.

Through meaningful engagement and a comprehensive, research-based curriculum that supports a richly diverse, challenging, and invigorating learning environment, all students are supported in their efforts to reach their highest potential. At the end of the day, St. Andrew's strives to inspire, enlighten, and ultimately graduate students who are critical thinkers, passionate learners, and joyful servant leaders in their communities.

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ST. ANDREW'S LOWER SCHOOL

St. Andrew's Lower School provides a dynamic learning environment where, on any given day, you will see children actively creating, exploring, learning, collaborating, and discovering.

Learn more about how the Lower School program nurtures the whole child, builds a strong foundation, equips students with the tools for success, and extends beyond the classroom: <https://www.sasaustin.org/academics/lower-school>

Additionally, St. Andrew's knows that Kindergarten is a unique time for early learners (and their families!) and has dedicated a special place for this special work. Brain research confirms that children learn best by doing, engaging, and participating. At St. Andrew's kindergarten, this is the foundation for the learning our students do everyday.

Learn more about how St. Andrew's gives Kindergartners the space to grow, meets each child where they are, and develops each, whole child: <https://www.sasaustin.org/academics/kindergarten>

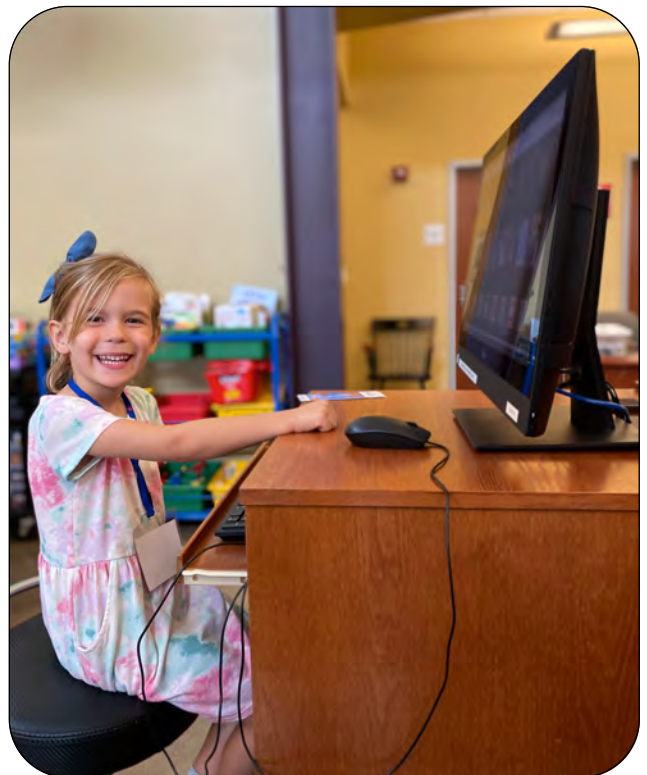
BALANCED PROGRAMMING

The program at St. Andrew's is balanced around four pillars: Scholar, Artist, Athlete, and Servant. Learn more about how, starting in the lower division, the school pushes students to excellence in the Arts and through K-5 Physical Education:

<https://www.sasaustin.org/arts/fine-arts-at-st-andrews>
<https://www.sasaustin.org/sas-athletics/inside-sas/pe-and-sports-performance>

Knowing that the day doesn't end for all learners (or their families) when the last school bell rings, St. Andrew's offers and extensive after school program.

Learn more about Beyond the Classroom (BTC): <https://www.sasaustin.org/student-life/after-school-btc>



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THE HEAD OF SCHOOL

The next Lower School Assistant Head will have the opportunity to join a talented leadership team and work with current Head of School, Melissa Grubb, who joined the community in 2022.

Melissa draws from more than 30 years of experience in independent schools, including many years as a classroom teacher and serving in a variety of administrative capacities, most recently as Head of School for eleven years at The Stanley Clark School in Indiana. She has led school accreditation teams around the United States, built and aligned innovative curriculum, raised significant funds for school

endeavors, developed strategies to grow enrollment and increase revenue, established DEI committees and helped improve professional development and growth opportunities for faculty and staff.

St. Andrew's devotion to helping our students reach their full potential is central to Melissa's focus as a Head of School. Melissa believes in balancing high academic expectations with spiritual growth, creativity in the arts and improving physical well-being, teamwork and athletic competition. She embodies our core values of community, spiritual foundation, high expectations and caring, celebration and humor.

THE FUTURE AT ST. ANDREW'S EPISCOPAL SCHOOL

In the years ahead, St. Andrew's School will undergo a comprehensive restructuring of campus and program. Check out what lies ahead in the school's evolution: <https://www.sasaustin.org/about/comprehensive-site-plan-2022>

When grades 6-8 transition to the Southwest Parkway Campus, the lower school leadership team will have the opportunity to expand across the 31st Campus. This will be an exciting time for the lower division as the community expands and the team embraces the additional space and resources.



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THE OPPORTUNITY

Key Experience Areas for the Lower School Assistant Head

- Strong understanding of Responsive Classroom and restorative practices for managing student behavior.
- Articulate in the development stages of learners from Kindergarten through Grade 5
- Versant in the intersectionality between students who learn differently and students from marginalized populations
- Experience with Culturally Responsive Teaching and Restorative Justice
- Knows how to engage a community in reflective practices and align team members around a singular school culture related to classroom approach and student discipline
- Committed to onboarding new teachers and developing veteran members of the team
- Able to serve as a key member of the Student Support Team
- Coordinator for the co-curricular and extra-curricular activity programs of the lower school; assisting in the planning and the presentation of school gatherings, and key cultural moments in the life of the school

Personality Traits

- Loves early grades learners
- Present in all aspects of school
- Life-long learner
- Appreciates the value of Episcopal culture and traditions
- Communicates well to build relationships
- Active listener
- Committed collaborator



TO APPLY

Applications for this exciting opportunity are currently being accepted and reviewed. Consultant interviews will be ongoing.

Applications are made on the RG175 website: <https://rg175.com/candidate/signup> and include:

- **Cover letter** explaining why they are a fit for St. Andrew's Episcopal School and why they feel their skills and experience match this job
- **Resume**
- **Personal Statement** of no more than a page and a half.
- In addition, candidates should include a list of **five references** and their contact information. References will not be contacted without prior notice.

For more information, please contact: Adam Peichert
(adam.peichert@rg175.com)