

Dean of Faculty

Founded in 1893, TMI Episcopal (TMI) is the flagship private school of the Episcopal Diocese of West Texas. Located in San Antonio, TMI educates students in grades 6-12 and is the oldest Episcopal Church-sponsored, college-preparatory school in the Southwest. TMI offers an optional JROTC program, and 5-day or 7-day boarding for students in grades 8-12.

The mission of TMI is to provide an excellent educational community, with values based on the teachings of Jesus Christ, challenging motivated students to develop their full potential in service and leadership. TMI is at the leading edge of sound educational innovation through creative approaches to teaching and learning, providing a well-rounded experience for day and boarding students from diverse backgrounds through a strong co-curricular program of athletics, fine arts, community service.

TMI will also be opening the Walker Innovation Center in fall 2020. The WIC is an 8,000 square foot space that will include a fab-lab maker space, idea labs, a dedicated robotics room, AR/VR lab and a sound and broadcasting space. The WIC will be under the direction of our Dean of Innovation and will be available to all faculty to use for stand-alone projects or to facilitate the ongoing integration of Design Thinking and project based learning in an effort to instill in our students the benefits of real-world problem solving.

The Dean of Faculty reports to the Associate Head of School. The Dean of Faculty is expected to support the school and its leadership in pursuit of the school mission, values, and core competencies. The Dean of Faculty advocates for, supports and coaches the faculty, providing them a voice to the Administration. The Dean of Faculty ensures that TMI is a place of respect and learning and roots all aspects of their job in our Episcopal identity. This is a full time position.

Duties

- Develop a multi-year mentorship program for faculty new to TMI
- Coordinate the hiring of faculty
- Responsible for the retention of faculty
- Coach faculty
- Chair the Professional Development Committee
- Teach at least 1 class in their content area
- Help with placement of teachers
- Work with Registrar and the Department Chairs to balance the schedule
- Serve as a consultant to teachers in matters of classroom management, pedagogy, and general school procedures;

- Strive for unity, harmony, and cooperation through tact, helpfulness, respect, and a recognition of individual differences and the special abilities and strengths of each teacher.
- Facilitate Department Chair meetings
- Is a member of the Senior Leadership Team

Characteristics of a Successful Dean of Faculty:

- Empathetic
- Caring
- Skilled faculty coach
- Strong organizational skills
- Successful collaborator
- Excellent communication and interpersonal skills
- Current in educational best practices
- Sense of humor
- Works collaboratively with others
- Experience having difficult conversations
- Growth mindset

Education

- Undergraduate degree
- Desirable: Graduate degree in educational field

Experience

- Desirable: 5+ years of teaching experience in a middle school and high school in an independent school
- Desirable: 2+ years of administrative experience in an independent school
- Experience in residential life program preferred

Interested candidates should submit a cover letter, resume, statement of educational philosophy and two letters of reference. If the candidate has a blog or other professional social media account, they are encouraged to share that with the hiring committee. Please apply at: <https://www.tmi-sa.org/page/employment>

It is TMI's policy to grant equal employment opportunity (EEO) to all qualified persons without regard to race, color, religion, sex, national origin, age, veteran's status, marital status, disability, genetic information or any other non-job-related characteristic. The school's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline, and all other terms, conditions, and privileges of employment.