



Lower School Division Head All Saints Episcopal School

Are you an enthusiastic, self-starting professional who has a vision for what school could be? Do you believe the best education includes a mix of the tried-and-true and thoughtful risk-taking? Do you seek employment in a supportive environment where collegiality and collaboration are valued? If so, All Saints is the place for you.

We are seeking a talented and proactive Head of Lower School who is committed to the school's mission of providing an exceptional whole-child education that enables children to become intellectual and social contributors to the world. In this position you will lead all aspects of the Lower School, which includes direct supervision of teachers, serving on the school's leadership team, and heading improvement efforts. We seek compassionate educators who want to build on the strengths of the school. All Saints is in the process of updating its curriculum, creating a PK-12 design/computer science/robotics program, and honing its approach to character education. If you enjoy working collaboratively and want to build a great program for children, we would like to meet you.

The Division Head's core responsibilities include articulating the Lower School's programs and behavioral guidelines; maintaining a visible presence to staff, students, and families; and nurturing the ongoing growth of the school's faculty. To that end, the Division Head is instrumental in the recruitment, hiring, and support of qualified staff and in the observation, supervision, and evaluation of faculty.

We seek professionals who have a record of initiative, leadership, collaboration, and independent thinking; who possess strong people management skills and emotional intelligence when dealing with children, colleagues, and families; and who are effective communicators when dealing with various constituents. Special consideration will be

given to candidates with a master's degree in educational leadership or leadership experience in a private or independent school setting.

All Saints Episcopal School is an independent day school that educates 480 students from preschool (age three) through grade twelve. The school community honors the Episcopal tradition of academic excellence, encourages a culture of inclusiveness where individual differences are celebrated, and emphasizes the importance of character and moral development. Dedicated faculty, supportive parents, and a committed Board of Trustees provide a strong sense of community and a foundation that supports a premiere college preparatory education.

All Saints is located in Lubbock, a vibrant and growing city located in northwest Texas in an area known as the South Plains. Lubbock is home to Texas Tech University as well as several smaller colleges and universities. It offers outstanding cultural diversity, healthcare, and recreational opportunities, along with a mild climate and a quality of life found in smaller communities. The fine arts community includes a symphony orchestra, youth orchestra, ballet, numerous theater companies and a new community fine arts center is under construction. Lubbock was built on a thriving oil and agricultural industry and produces two to three million bales of cotton annually. The temperate climate also provides the perfect environment for thriving vineyards and a growing wine industry. Currently, more than 300,000 people call Lubbock home and are proud to live in an area known for its gracious living and hospitality.

To apply, please send a **letter of interest** and **current resume** to the Search Committee at hr@allsaintsschool.org. Candidates will be asked to complete and submit a Faculty application which can be found on the Career Opportunities page of the school's website (<https://allsaintsschool.org/about-all-saints/career-opportunities/>)

Position is open until filled. No phone calls or drop-ins please. This description is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements. All Saints Episcopal School is an Equal Opportunity Employer.