



*Wisdom ? Honor ? Service*

**Head of Upper School  
The Parish Episcopal School  
Dallas, TX  
July 2007**

**Overview**

The Parish Episcopal School, an independent, coeducational day school, enrolls 1,100 students in grades pre-k through 12. Committed to providing an enriching and challenging educational experience within a Christian community of service and worship, the school was founded in 1972 for students through the elementary grades. The school began its 9-12 program with the addition of 50 ninth graders in the Fall of 2003. It will graduate its first senior class of approximately 46 students in May 2007. In four years, the Upper School has grown tremendously from 50 students to 280, from 5 teachers to almost 40.

**The Campus**

In the heart of residential North Dallas, the Upper School sits on the school's new Midway Campus, a state-of-the-art facility centered around a 337,000 square foot academic building designed by the world renowned architect, I.M. Pei. A former Exxon/Mobil office complex, the building and its 50 acres have undergone a dramatic transformation from research center to an independent elementary and secondary school. The building's soaring atrium has become a lively, central dining hall. The corridors are spacious walkways filled with natural light. Many of the classrooms overlook a scenic creek that gently flows along the north side of the campus. A two-story library has been retrofitted from a research center for Exxon/Mobil to a center for younger researchers, Parish Episcopal's middle, high school and upper elementary students. The new Upper School includes science labs, a teaching darkroom, eleven classrooms with smart boards, a soon to be installed world languages lab, and a counseling center. Each faculty member enjoys an individual office space. Surrounding this central building are wonderful new athletic facilities complete with gymnasium and playing fields.

The original Hillcrest Campus is located 5 miles east of Midway on the grounds of The Church of the Transfiguration. The attractive Hillcrest environment provides the instructional spaces for the school's pre-k through grade 2.

**The School**

Guiding the school's program and environment is The Parish Episcopal School mission: *to provide an enriching and challenging educational experience within a Christian community of service and worship.* In its efforts to afford students an enriched academic experience, the Upper School curriculum progresses from strong basic college preparation in the humanities and sciences to the challenges of AP curriculum in math, English, history, sciences, world languages, fine arts and computer. Students are expected to take a course of study which meets the requirements of major colleges and universities. Yet each is also encouraged to take risks, explore avenues of special interest, and combine studies with a healthy menu of extracurricular activities.

As expressed in a recent message from the Upper School, "Our students have been described as 'real people with real values,' and our advisory program, Honor Code, daily chapel services, and insistence on virtues such as civility and decency preserve the culture for which Parish is known throughout the Metroplex." A

“Christian community of service and worship” is incorporated into every aspect of student life. Community service is required of each student, 15 hours at each grade level accumulating to 60 hours by graduation. The school’s association with the Episcopal Church is a strong one; however, it is a community which welcomes students and faculty of all faiths.

In spite of its young years, the Upper School has realized significant achievement from its students. Seven of the current seniors have received recognition through the National Merit Scholarship competition. Student performance has been rewarded with successful achievement on 81% of AP exams. In athletics, teams won championships in golf and girls tennis through TAPPS state competitions.

Student leadership is a high priority at the school with Student Government, Honor Council, the Community Service Leadership Board, yearbook, the student newspaper, Multicultural Club, Parish Singers, and National Honor Society among the many formal offerings to students. Additional enrichment includes 18 varsity level sports.

With its first graduating class of seniors, the school has profiled a Parish graduate as one who is committed to:

- Serving the community
- Pursuing intellectual growth, self-actualization, and physical health
- Respecting religious traditions
- Abiding by ethical principles
- Honoring diversity in the community

### **The Opportunity**

The new Head of Upper School will have the opportunity to shape and refine a young Upper School that has already established itself as a major independent school option for area students in grades 9-12. In addition to guiding the Upper School’s day-to-day activities, other responsibilities include:

- Implementing the strategic plans for the Upper School
- Curriculum review and implementation
- Recruiting, supervising and evaluating Upper School faculty
- Creating a harmonious and productive environment
- Guiding young men and women as they mature
- Maintaining clear and consistent discipline
- Interacting effectively with students, staff, and parents to promote school objectives
- Participating in fundraising initiatives
- With the Director of Finance, preparing the Upper School operating budget
- Being a visible, proactive member of the independent school community

### **Candidate Qualities**

Among those qualities sought in the next Head of Upper School are the following:

- Experience as a school administrator and classroom teacher
- A commitment to the faith-based educational environment of an Episcopal school
- Knowledge of curriculum and the curricular issues challenging independent schools
- Strong communication skills and the ability to facilitate productive discussion
- The personal skills to interact and work effectively with students, teachers, parents, and other constituencies
- The ability to energize and lead a strongly talented faculty and student body

## **Application for the position**

Candidates are asked to submit their credentials at the earliest possible date. Credential evaluation will begin as received with a preference given to those received prior to December 1, 2006. The appointment is for July of 2007. For information and to apply, contact::

### **Parish Episcopal Upper School Head Search**

#### **The Education Group**

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## **The Parish Episcopal School at a Glance**

Founded:	1972
Enrollment:	1,100 students in pre-k through grade 12
Number of Faculty & Staff:	200
Recognitions and Memberships:	US Department of Education Blue Ribbon School, ISAS, SAES, NAEYC
Tuition grades 9-12:	\$14,400

*The Parish Episcopal School does not discriminate on the basis of race, color, religion, gender, physical disability, national and ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school administrated programs.*