

Porter-Gaud School at a Glance

Founded:	1867
Grades:	Grades K through 12
Total Student Enrollment:	940
Number of Faculty & Staff:	95 full-time teachers, 65% of whom hold masters degrees or higher
Endowment:	Five Million
Campus:	70 acres on Albemarle Point
Accreditations:	SAIS SACS

www.portergaud.edu

Application for Upper School Principal

Interested candidates should submit by November 15, 2005 a cover letter, résumé, brief description of leadership style and educational philosophy, and a list of six references with contact information to:



**Mary Kesler, President
The Education Group**

5952 Royal Lane, Suite 161 ? Dallas, TX 75230
800-369-9102 ? FAX 214-369-4979
mary@educationgroup.com

Salary is competitive and commensurate with experience; the benefits package is generous.

Porter-Gaud School does not discriminate on the basis of race, sex, or national origin in its hiring, admission of students, or the implementation of its policies and programs.



Opening for Principal of Upper School Porter-Gaud School

Charleston, SC
Position begins July 2006



The Position

Porter-Gaud, a K-12 independent day school with an enrollment of 940 students, announces the opening and search for a new Principal for its Upper School. Position responsibilities begin for the 2006-2007 school year and involve leading the largest of the school's three student divisions. Upper School students in grades 9-12 number approximately 335, and academic instruction is provided by a faculty of 48. It is the role of the Principal to provide academic leadership for this division and oversee the day-to-day experiences of its students and faculty.

Upper School academics include instruction in English, math, science, history, foreign languages, fine arts, religion, and physical education. Advanced Placement (AP) classes are offered in ten subject areas. Statistics place Porter-Gaud at the top of South Carolina schools in the percentage of National Merit Semifinalist recognitions. Students receive departmentalized instruction in a daily schedule structured around six 45-minute periods. The student/teacher ratio is 15/1. Upper School teachers plan and conduct instruction to provide preparation for a student's college studies and to develop effective time management skills crucial for success at Porter-Gaud and beyond. Each student is assigned a faculty advisor who monitors student involvement and performance in classes as well as in other school activities.

In addition to strong academics, Porter-Gaud students participate in more than 60 extracurricular organizations and activities. Community service is a significant part of the student's non-classroom involvement. Activities include work with such diverse service projects as homeless shelters, Head Start, food drives, and environmental programs. Athletics are also a major part of the Porter-Gaud experience, and with 38 varsity/junior varsity level sports, there are competitive teams to address most students' interests. The Upper School experience is conceived to ensure that students achieve not only academically but that they are well-rounded individuals striving to meet their fullest potential.

Working with the Upper School Principal is a strong administrative team for student services. The Dean of Students works in tandem with the Principal to help students negotiate their various involvements at school. Other members of the leadership team for grades 9-12 include the Director of College Counseling, College Advisor, Administrative Assistant for College Counseling, Registrar, Director of Community Service, and Director of Counseling. Department heads and faculty assist in curriculum development, and there is a Director of Athletics who coordinates the Upper School sports programs.

Qualifications for the Principal of Upper School

In searching for the next Principal of the Upper School, the community seeks a seasoned independent school professional with exceptional background and excellent interpersonal skills. Among those traits and qualities specifically identified as position requirements are the following:

- Experience as a school administrator and as a classroom teacher
- Strong academic preparation (a minimum of a master's degree) and an understanding of Upper School curriculum
- The skill and sensitivity to guide students through their academic choices and to oversee their academic experiences
- Leadership to:
 - Interact effectively with department chairs and teachers in academic discussions and decision making
 - Provide support for faculty members in their own professional development and growth
- The knowledge and intuition to serve as a resource for enrichment and problem solving on day-to-day Upper School issues
- The ability to facilitate effective interaction among members of the Upper School administrative team
- The ability to communicate and interact effectively with parents and other constituencies
- Visibility and accessibility
- High energy, enthusiasm and unquestioned integrity -- traits that inspire loyalty and reflect a person who is a strong role model for all members of the school community
- An excitement for being a part of Porter-Gaud School and Charleston
- An ability to create an Upper School environment which reflects achievement, fun, spirit, and pride



Administration

The Upper School Principal serves on the school's senior administrative team which includes the Head of School, Associate Head, Business Manager, Development Director, Athletic Director and the Principals of the Lower and Middle Schools. Like most independent schools, Porter-Gaud is governed in policy and finance by a Board of Trustees. Its board numbers 23.

Lower School

Porter-Gaud is fortunate to have many of its families come in the early grades and continue through grade 12, creating a strong sense of community across all grade levels. The *Lower School* includes students in kindergarten through grade 5. Students meet daily challenges of mind, body, and spirit through critical-thinking and problem-solving activities, development of physical fitness, and realization of spiritual awareness. The curriculum develops strong basic skills and incorporates interdisciplinary studies through active learning units such as "Animals of the Rainforest" and "Historic Charleston."

Middle School

For students in the *Middle School*, grades 6 through 8, emphasis is placed upon a mastery of basic subject matter, yet the curriculum is designed to stimulate thinking and broaden perspectives. With a maximum class size of 20 students, small classes ensure that students receive individual attention. Porter-Gaud's Middle School students look forward to intellectual rites of passage: compiling a poetry notebook in English, dissecting a frog in life science, and visiting Washington, D.C. in American history.

The Campus



One of Porter-Gaud's major assets is a very attractive, well-developed campus. Located on Albemarle Point, the 70-acre campus is valued at \$70 m. It is a short 5-minute drive from the center of Charleston. The school's original downtown campus is now a designated historic landmark and is surrounded by the Medical University of South Carolina. When the school relocated in

1965 to the current campus, it became a coeducational, independent day school. Today it continues its historic ties to the Episcopal church, but it no longer provides a military education. Fortunately, the loyal alums who were a part of Port Military Academy continue to support the school through an active PMA Alumni Board and activities to preserve the wonderful 130-year history of the school and its campuses.

Another of Porter-Gaud's great assets is its Charleston setting. With a population of approximately 500,000 people, Charleston is one of the South's prettiest and best preserved cities. Beautiful homes, cultural offerings, and a strong educational community, all contribute to a very appealing quality of life. It is a place with a small-town feel, yet it offers the amenities and cultural attractions of a much larger city. Additionally, Charleston's coastal location and temperate climate make it an irresistible draw for many new families.

The School Community

Established in 1867, Porter-Gaud is rich in tradition. Originally Porter Military Academy, Porter-Gaud became a coeducational school in 1965. Its mission:

Porter-Gaud School is a coeducational, independent, college-preparatory day school. In accordance with our ties to the Episcopal Church, we acknowledge the sovereignty of God, recognize the worth of the individual, and seek to cultivate a school community that endows its citizens with a foundation of character and intellect. Porter-Gaud fosters a challenging academic environment that honors excellence in teaching and learning, respects differences, expects honesty, and applauds achievement. The school strives to create an environment that nurtures and protects what we value most in our children: their faith, their curiosity, their talents, their integrity, their humanity, and their dreams.