



Dallas, Texas

www.hockaday.org

Opening for

Head of Lower School

The Hockaday School invites nominations and applications for its next Head of Lower School. The position begins with the 2005-2006 school year. With an enrollment of 1,020 day and boarding students, Hockaday is the largest independent PK-12 girls' school in the nation. Ranked among the country's finest college preparatory schools, it was founded almost a century ago and continues today to build on its original four cornerstones: Scholarship, Character, Courtesy, and Athletics. Its exceptional facilities and athletic complex extend over 100 acres in residential north Dallas.

The Lower School Division

"Happy, wholesome, chaotic, and good kids" are words used to describe the 278 girls in the PK-4th grade division. Guided by 43 accomplished and dedicated faculty/staff members, students enjoy a rich and expansive curriculum as well as a special "sixth day" devoted to interdisciplinary exploration. Facilities are extraordinary and are highly conducive to Hockaday's child-centered philosophy and commitment to accommodate each student's individual learning style and development.

The Position

The next Lower School Head is expected to embrace the founding principles and traditions of this unique single-sex school while assuming the various responsibilities in heading the division. These responsibilities include:

- Supporting and implementing school policies and procedures
- Supervising and evaluating Lower School faculty and staff
- Interviewing and recommending the employment of Lower School personnel
- Communicating meaningfully with school constituents
- Overseeing the daily operations of the division
- Serving as a vital member of the School's Leadership Team and working in concert with its members on matters specific to the Lower School

Candidate Qualifications

In addition to an advanced degree, particular qualifications sought in the next Lower School Head include:

- A love for young children and early childhood education
- Knowledge of child development and how children learn
- Strong background in assessing and developing Lower School curriculum
- Proven success as a classroom teacher and administrator, preferably in an independent school
- Competence and a sense of presence that invite respect and confidence
- Good listening skills, a collaborative leadership style, and the ability to build consensus
- Experience with persons of diverse backgrounds and ethnicities
- Fairness and consistency as well as effective and engaging communication skills
- The ability to act strongly as an advocate for the Lower School

Applications should include a cover letter, resume, and references with e-mail addresses and be directed to:

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Persons of all races, religions, ethnicities, and genders are encouraged to apply.