



POSITION TITLE: Head of Lower Division

St. John's Episcopal Parish Day School, an outstanding independent co-educational day school in the heart of Tampa, provides value-driven education for over 500 students in kindergarten through eighth grade.

St. John's Core Values and Episcopal identity focus on inclusivity, support, respect, and the shared values reflected in the School's mission statement. A feeling of positive energy, inclusiveness, optimism, respect and kindness permeates our campuses. Our graduates are sought by and thrive in Tampa's premier public and private schools, and they are prepared for lives of learning and service. This is a wonderful time in the history of the School, with a comprehensive Master Plan completed and transformative change underway.

St. John's seeks an energetic, proactive and dynamic individual with great initiative to serve as Head of Lower Division. This is a full-time, twelve-month position with a July 1, 2020 start date.

POSITION DESCRIPTION: Head of Lower Division (Grades 1-4)

- Provide a nurturing, warm, and safe learning environment that celebrates students and prepares them for lifelong learning
- Serve as a present and prominent leader and manager of the lower division campus
- Create opportunities for greater faculty collaboration, support, and oversight
- Ensure that the Lower Division curriculum continues to align with 21st century skill development, is reviewed and strengthened regularly with innovative initiatives, and prepares students for success in Middle Division and beyond
- Contribute to a school-wide leadership team to represent and be responsive to the needs of the Lower Division
- Assess and address the learning support needs for an increasingly diverse student body
- Ensure that positive momentum focusing on innovation and improvement continues

Personal Qualities

- An educational leader with experience focused on Grades 1-4
- A leader with imagination, vision, and energy who delights in children
- A decisive leadership style together with authentic listening skills
- A visionary with an entrepreneurial spirit
- Enthusiasm for 21st century innovation in pedagogy and informed about curriculum and instruction
- Emotional intelligence with an ability to connect with a variety of people and age groups
- A commitment to provide ongoing and stable leadership to a wonderful lower division community rather than see the opportunity as a brief tenured 'stepping stone'

- Intentionality about continuing to create and support a diverse community
- An articulate communicator who can promote the Lower Division in admissions and development
- An ability to engender inspiration and optimism
- A leader who will work to build a collaborative culture among the faculty and across divisional lines

Interested candidates should submit a cover letter explaining why they would be an excellent addition to the outstanding St. John's team, a current C.V., and contact information for no fewer than three professional references to Diane Scott, Executive Assistant to the Head of School, at dscott@stjohnseagles.org. St. John's Episcopal Parish Day School is an Equal Opportunity Employer.