



# Head of School

SEARCH PROSPECTUS

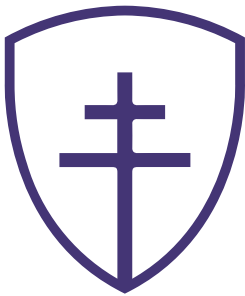


## THE CAMBRIDGE MATIGNON SCHOOL

CAMBRIDGE, MA

[www.matignon.org](http://www.matignon.org)

START DATE – JULY 2022



## STUDENTS INVENT THEMSELVES HERE



### MISSION AND OVERVIEW

Founded by the Roman Catholic Archdiocese of Boston in 1947, The Cambridge Matignon School offers a world-class experiential education for high school students across Greater Boston. The school instills in each student the lifelong agency to defend equity and equality above all, opening wide their minds and hearts to transform themselves and their communities. In so doing, the school embraces its motto, *Efficiamur Christiferi*. ("Let Us Be Christ Bearers. We will, because We Must.")

Located in North Cambridge, Matignon is an independent Catholic co-educational community of 360 students and 32 faculty members with over 9,000 alumni. From its inception to the present day, students reflect a diverse community of learners – academically, economically, socially, and racially. Most come from hard working middle class families with a growing number from inner-city Boston. The educational experience for all is broadened with 15% of the student body being international students from Asia, Europe, and Central and South America.

The Board of Trustees is seeking qualified candidates to serve as the next Head of School beginning in Summer 2022. These candidates will be ones who will embrace the school's Catholic faith as well as its mission and values, and will strive to provide families with the opportunity to give their children an exceptional education.

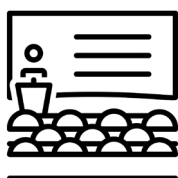
Matignon has been blessed with a dedicated faculty and administrative leadership, enthusiastic students, and a committed Board of Trustees.

## FAST FACTS



**360**

Students



**11:1**

Student to Teacher Ratio



**57**

Towns and Cities Represented  
Among the Students

The climate and culture of the school are directly linked to the student body and the wide variety of neighborhoods and socio-economic conditions represented. Faculty, administration and staff share a thorough understanding of the differences a school can make in the lives of students. Under the past two Heads of School, Matignon has emerged from a difficult period in its history to a time of significant growth, fiscal stability and marvelous opportunity for the years ahead. This exceptional opportunity comes at an exciting time for a well-qualified leader with a deep commitment to the mission of Matignon.

## HISTORY

The Cambridge Matignon School is named for Boston's pioneer missionary priest Father Francis Anthony Matignon. Born in Paris on November 10, 1753, Francis grew up in a family of means; affluent, refined and cultured, he went to the best schools and received a scholarly education. Because of his academic ability, he entered the seminary and was ordained into the priesthood, and was eventually sent to the newly formed United States to serve as a missionary.

Received by Bishop John Carroll of the new See of Baltimore, Father Matignon worked alone serving the small Catholic population of Boston in 1792. By his zeal and charity, Catholicism saw a rebirth of fervor. During his early apostolate, he lived in the area of what is now the Financial District. One of Father Matignon's most ardent hopes was to establish a Catholic school in Boston. In a letter to Bishop Carroll, Father Matignon wrote:

*"Our only affliction here is our inability to finance a Catholic school, which is indispensable to us."*

At the time of his death, in 1818, his dream of building a Catholic school was yet to be realized. In 1945, some 125 years after his initial service to the community of Boston, Matignon High School was founded by then Archbishop of Boston, Richard J. Cardinal Cushing. It was entrusted to the Congregation of the Sisters of Saint Joseph. On a bright September morning in 1947, Sister Magdalena, the first Principal, called classes to order and Matignon High School began its tradition of excellence, providing the students of metropolitan Boston and the surrounding communities a rigorous college preparatory education.

The current school building is as it was in 1947, though it has seen numerous renovations and reconfigurations. In recognition of Matignon's service to the North Cambridge community, Guyette Road was renamed Matignon Road. While most of the current student body comes to the school from local communities like Cambridge, Somerville, Medford, and Arlington, enrollment represents over thirty cities and towns throughout Eastern Massachusetts and even southern New Hampshire.



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## ACADEMICS

The Cambridge Matignon School embraces experiential learning as an integral aspect of the school's academic curriculum and student programs. The school's pedagogical mission is to provide its students with the skills necessary to thrive in a 21st century world that rewards innovation and the abilities to think critically and collaborate.

The vision of education at Matignon has three core components:

- rigorous, interdisciplinary student-centered learning that is deep, active, and project-based
- rich experiential learning opportunities that provide real-world relevance by being career-oriented and research-based, and
- a focus on global citizenship through international immersion and programs in solidarity with various communities, which bring the world to our students and our students out into the world.

The school has begun a close partnership with Northeastern University to provide our faculty and staff with comprehensive professional development, support, and guidance as it re-imagines its educational mission through this exciting and transformative lens of experiential learning.

The classes at the school are small, its programs are rigorous, and the students have the ability to explore programs that genuinely interest them. With its size, the students and teachers form strong connections and as such allows learning and mentoring to go beyond the walls of the classrooms. Beginning in 2022-23, The Cambridge Matignon School will launch its partnership with The American Repertory Theater at Harvard to offer innovative programming to emerging Youth Artists through A.R.T at Matignon. A.R.T. at Matignon's curriculum aims to foster Youth Artists' theater skills and artistic identity as well as encourage students to become



## FAST FACTS



**85%**  
of Faculty with  
Advanced Degrees



**10,000+**  
Number of Alumni



**11**  
Countries Represented Among  
Student Body



creative leaders in performing arts, upholding Matignon’s mission to instill the agency in each student to open wide their minds and hearts to transform themselves and their communities, and the American Repertory Theater’s mission to expand the boundaries of theater, always including audiences—including students—as partners.

Students achieve these goals through a supportive and equitable community of learning and skill-building inspired by the values of:

- Inquiry: Asking questions and learning in the spirit of brave curiosity
- Collaboration: Working together with trust and respect to unlock collective creativity.
- Regenerative Practice: Cultivating healthy and vital communities by supporting the next generation of artists.
- Anti-oppression and equity: Defending equity and equality above all, and habituating anti-oppressive practices in our curriculum, teaching, learning, administration, and culture

## ATHLETICS

The mission of The Cambridge Matignon School Athletics Department is to provide enriching experiences, which complement the education students receive; teaching student athletes the values of self-discipline, respect, and teamwork.

The athletic department provides a safe and healthy opportunity for competition within the framework and guidelines of the Massachusetts Interscholastic Athletic Association (MIAA).

## FAST FACTS



# 1947

Year Founded



# 5

University and Private  
Partnerships



# 30+

Clubs and Student Groups

Matignon competes in one the best leagues around, the Catholic Central League, and offers 22 varsity sports. The privilege for student-athletes to participate in high school athletics will provide them a chance to learn invaluable lifelong lessons and have learning experiences that will take them far beyond the court, field, track, or ice rink.

The Cambridge Matignon School has a rich hockey tradition, producing decades of NCAA Division 1 college players and dozens of NHL draft picks. In 2020, the school entered a partnership with the Boston Hockey Academy to enable talented high school hockey players to attend the school as full-time students while they receive elite training and coaching to prepare them for advanced levels of the sport.

## STUDENT LIFE

The Cambridge Matignon School is dedicated to the proposition that students come first, and the following Student Bill of Rights and Responsibilities is a reflection of the school's values and commitment to the ideals of a student-centered Matignon family. The school espouses that all people are children of God, and will be treated as such.

## STUDENT RIGHTS

- Students have the right to an education that will develop them into informed citizens.
- Students have the right to attend and participate in a school that is physically and emotionally safe from internal and external threats.
- Students have the right to learn in an environment that is free from threats, harassment, intimidation, discrimination (including but not limited to gender, race, culture, sexual orientation, socio-economic status or ethnic origin), and/or bullying of any kind.





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- Students have the right to be respected by classmates, teachers, and school administration.
  - Students have the right to be challenged academically.
  - Students have the right to be exposed to academic diversity and form personal academic judgments when appropriate.
  - Students have the right to be educated in an environment that recognizes their experiences, appreciates their language, and values their worldview.
  - Students have the right to know what is expected of them, inside and outside of the classroom.
  - Students have the right to speak up for themselves and express their opinions in a responsible way that does not cause harm to others.
  - Students have the right to be and express who God created them to be.

### ***STUDENT RESPONSIBILITIES***

- Students have the responsibility to speak up for themselves and advocate for their rights and needs.
- Students have the responsibility for their own behavior and will refrain from any form of bullying, discrimination, racism, harassment, or intimidation or any kind.
- Students have the responsibility to reject all forms of bullying, racism, intimidation, or discrimination towards any member of the community.
- Students have the responsibility to respect others' bodies and personal space.
- As representatives of the school and themselves, students should reflect the school values inside and outside of the school environment.
- Students have the responsibility to maintain respect for others in how they communicate, verbally and non- verbally. Discriminatory or racist



## FAST FACTS



# 100%

of Students Complete a Minimum  
of 60 Community Service Hours



# 22

Varsity Sports Teams



# 17

Average Class Size



language or hate speech of any kind towards another student or staff member will not be tolerated.

- Students have the responsibility to actively participate in their own learning, produce work with academic integrity, offer reflection and challenge their own misconceptions.
- Students have the responsibility to engage in evaluating and challenging academic sources when appropriate.
- Students have the responsibility to recognize their role in upholding and creating a safe learning environment for all students.
- Students have the responsibility to respect and uphold school property to ensure it remains safe for all individuals.
- A robust selection of over 30 clubs and extracurriculars rounds out the student experience at the school, and 100% of students complete a minimum of 60 hours of service in the community during high school years.

## THE CAMPUS

On a campus that straddles the line between Cambridge and Somerville, the high school is contained in a single, large building that dates to the school's founding. A separate building adjacent to the academic building houses additional administrative offices, including the Head of School office. The school leases a former convent on the property to an international school adjacent to the campus.

The classrooms are large and light-filled and some updates and renovations have been made in the early 2000s. The main academic building also includes a large auditorium, intimate chapel, and historic gymnasium. There is a natural-grass sports field on the back of campus. The school is due for some additional upgrades and renovations to the building and campus infrastructure in the coming years.



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## OPPORTUNITIES AND CHALLENGES

The Head of School position at Matignon represents a unique opportunity to continue some of the innovative work already underway. The leadership team has set a stage for moving forward with a cutting-edge, experiential learning curriculum and creative partnership opportunities in the local community to enhance and strengthen the school program.

The next leader will need to come equipped to unify a faculty and staff around a vision for the school. This includes the curricular emphasis, the advancement and fundraising focus, a strategic enrollment plan, and an identity around the spiritual and faith life at the school.

The school is poised to operate effectively as an independent Catholic school model with a self-perpetuating Board of Trustees. The next Head of School will need to assist in developing trustee prospects and cultivating other prospects who will support the school's mission in the years ahead. This should include the development of a robust advancement model, including a major gifts program.

The Head of School will also have the opportunity to build upon what is already a distinctively welcoming school culture, particularly among the student body that has grown in diversity in recent years. The new Head of School will be expected to recruit a mission-minded faculty and staff whose backgrounds mirror the students.



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The new Head will need to be a champion for the faculty, to reinforce a climate of trust and confidence, and to guide and support professional and program development as the school seeks to carve its niche in the independent school marketplace.

The school will be celebrating its 75th anniversary in 2022-23, and the next Head will have this milestone opportunity to shepherd further the programmatic shifts and to serve as the most visible spokesperson and advocate for the school, both within the school community and in the greater Boston area.

The Head of School will inherit a new leadership model that more closely aligns with an independent school paradigm. He/she will supervise three Assistant Heads, each of whom has distinct areas of responsibility for the school. This structure, when managed well, will allow the next Head to focus more intently on philanthropic development and support of the school.

## **QUALITIES AND CHARACTERISTICS**

The next Head of School must provide strong, inspirational leadership, supporting the Catholic character and values of the school and advancing its educational mission and community connections. The Head of School will manage all operations of the school, support the Assistant Heads in the day-to-day operational leadership of the school, and report to the Board of Trustees. The Head of School will assure that the mission and vision are realized through the effective work of staff and faculty and reflected in the school's programs and activities. This will include friend-raising, fundraising, public relations, promotions, alumni relations, and foundation and grant development. Being a compelling presence among funders and supporters is a paramount part of the Head of School role and responsibility. In addition, the Head will lead the school's strategic direction and development, student enrollment and faculty hiring, and engaging the broader community.

In particular, the Board of Trustees prioritizes the following areas for the next Head of School:

- Provide leadership in bringing innovative educational programs into the school to continually raise expectations for academic excellence
- Lead effective fundraising initiatives, including a capital campaign, that cultivate relationships with new donors and foster closer ties to those with a history of supporting the school
- Represent the school in the wider civic, business, educational, and professional community
- Serve as the primary spokesperson for the school in all external relations related to student recruitment, alumni relations, media relations, etc.
- Lead the school in the vision and fulfillment of the strategic plan goals
- Work closely with the Trustees and provide strong fiscal management skills

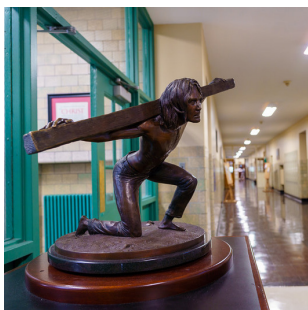
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In addition, these attributes and qualities will be sought in candidates:

- Evangelizing, faith-filled Catholic leader
- Experience in urban education, working with diverse populations, and demonstrated success or ability in increasing academic performance and growth of students
- Experience or ability engaging in meaningful fundraising and institutional advancement activities at the highest level
- Budgeting and financial management
- Strong management experience with inclusive, collegial style
- Comfort and confidence in relationships with colleagues, parents, students and alumni, including an approachable demeanor and sense of humor
- Visible presence and positive impact as a servant-leader and colleague
- Excellent communication skills

## ABOUT THE AREA

Directly across the Charles River from Boston proper, Cambridge is best known for being the home of two world-class universities, Harvard University and Massachusetts Institute of Technology (MIT). Blending its storied past with a rich serving of arts and culture, the city has also become a hub for technological innovation, with countless startups and flocks of entrepreneurs.



The charming and diverse neighborhoods (“Squares”) of Cambridge are rich in options for shopping, dining, and sightseeing. The school is located approximately two miles from Harvard Square where there is an impressive collection of world-class museums, as well as endless events, concerts, and lectures that are open to the community.

The dining scene has exploded over the past decade, with nationally renowned restaurants that could go toe-to-toe with any big city, while maintaining a neighborhood welcome. The city is home to a number of annual street fairs and festivals, including October’s Head of the Charles Regatta, a two-day regatta that draws sailing fans from around the world to compete along the Charles River.

On the other side of the Charles River, Boston is filled with its own long list of attractions. Residents and visitors enjoy Boston’s cultural appeal as well as parks including the Boston Garden and Common, the Charles River basin, and Frederick Law Olmstead’s Emerald Necklace park system. The city is home to world-class cultural and educational resources: Boston University, Tufts University, Boston College, Berklee College of Music, Northeastern University, New England Conservatory, and Wellesley College are among the area’s 35 colleges and universities, contributing to the area’s youthfulness and vitality.

Boston is a world leader in medicine and pharmaceutical research, technology innovation, and education. Leading cultural institutions that call the city home



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include the Institute of Contemporary Art, Boston Ballet, the Athenaeum, the Boston Symphony Orchestra and the Boston Pops. A legendary sports town, Boston abounds in professional, collegiate, and youth teams of all varieties (and generating plenty of opinions). A river city with a busy harbor and the adjacent Massachusetts Bay and Harbor Islands, Boston is also ideally positioned for recreation, with mountains, lakes, and seacoast all within easy drive. Served by a good public transit system, Boston is an eminently walkable (and bikeable) city.

## APPLICATION PROCESS

The search committee is on a fast-track to identify and secure the next Head of School. All inquiries and applications will be treated with the highest degree of confidentiality and with the greatest respect.

The successful candidate will be expected to assume the responsibilities of the position in July 2022. Do not delay. Connect with us today!

- To apply, please submit the following four documents, confidentially and as separate PDF attachments.
  - » Letter of Interest that aligns your experiences and skill sets with the current needs of the school as you understand them.
  - » Statement of Catholic educational leadership philosophy.
  - » Current resume with all appropriate dates included.
  - » List of five references with names, relationships, phone numbers, and email addresses. References will not be contacted without your knowledge and approval.
- Please include “The Cambridge Matignon School - Head of School” in the subject field.



***Assemble all of the application materials in one email to:***

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