

# LINCOLN SCHOOL

## P R O V I D E N C E

Lincoln School, located in Providence, Rhode Island seeks an **Upper School Director** to join our vibrant learning community with a start date of July 1, 2024.

Lincoln School, founded in 1884, is an independent Kindergarten–Grade 12 Quaker school for girls, with a co-ed Little School and Early Childhood program. As the nation’s only independent school for girls based on Quaker values, Lincoln operates at the intersection of tradition and innovation. At Lincoln, girls come first. Through its size and mission, the School prepares girls to build their confidence through successes, through trial and error, through discovery, through laughter, and with joy. Girls practice speaking up and out, tapping into strengths even they may not know they have. Lincoln School values working with a diverse faculty and staff and seeks applications from individuals who share our commitment to educating girls to fearlessly embrace the opportunities and responsibilities of full citizenship in a complex world.

Lincoln’s unique combination of a small size with a robust and rigorous course catalog allows students in the Upper School to craft individualized academic programs based on their interests and passions. We complement our offerings on campus through partnerships with local universities and research organizations, as well as domestic and global travel opportunities. Our Quaker values underpin all that we do at Lincoln. The Upper School Director will bring a commitment to these values, as well as to academic excellence, inclusive and joyful student experiences, and holistic preparation for a life of meaning and purpose beyond Lincoln.

The Upper School Director reports to the Head of School and serves on the senior administrative team - a group of collaborative leaders who work to accomplish school-wide goals outlined in our strategic framework, [Uniquely Lincoln](#). The Upper School Director is responsible for overseeing the operations of the Division, which includes Grades 9-12, with approximately 160 students and 36 faculty members. Responsibilities include (but are not limited to) oversight of the Upper School academic and co-curricular program; the hiring, supervising, and evaluation of faculty; the overall Upper School student experience; and management of the Division’s budget. Depending on the area of expertise, this role could include a teaching component. The Upper School Director must make a strong commitment to attend and support school events (athletics, arts, parent meetings, etc.) which often happen after the school day and sometimes during the weekends. The Upper School Director works in close cooperation with the Dean of Students, Department Chairs, the other Division Directors, the Director of College Counseling, the Director of Counseling and Wellness, and the Director of Diversity, Equity, Inclusion, and Belonging.

The successful candidate will have significant experience developing an innovative academic program, leading faculty, and working with families. The candidate will be collaborative and empathic, and will have demonstrated success as a master educator who possesses excellent verbal and written communication skills. The ideal candidate will have demonstrated a strong work ethic, the ability to inspire and mentor faculty, and an understanding of the current and emerging trends in independent school education. A bachelor's degree is required and a master's degree is preferred.

This is a full-time, 12-month position.

Interested candidates should send a resume, statement of educational philosophy, and a list of 3-5 references to Julie Stafford, Human Resources Manager at [jstafford@lincolnschool.org](mailto:jstafford@lincolnschool.org) by **November 10, 2023**.

For more information on Lincoln School, visit our website at [www.lincolnschool.org](http://www.lincolnschool.org).

*Lincoln School is an Equal Opportunity/Affirmative Action Employer. Members of groups historically underrepresented in independent schools are strongly encouraged to apply*