

HEAD OF SCHOOL SEARCH

ACADEMY OF ST. JOSEPH

New York, New York

academyofsaintjoseph.org

Start Date: Summer 2026

ACADEMY
of **ST. JOSEPH**



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

The Academy of St. Joseph empowers and challenges pre-kindergarten through eighth grade students to become their best selves with a curriculum based on the arts, sciences, and humanities supported by the values of the Catholic Church.

The Academy fosters the intellectual, spiritual, social, emotional, and physical development of students, which instills in them the highest standards of character, competence, and compassion in a joyful, welcoming community.

The Academy creates a strong foundation for students to become lifelong learners, responsible citizens, and effective leaders as they embrace and enhance the global society that they will one day lead.

At a Glance



Established
2007



Grade levels
PK-Grade 8



Enrollment
91



Students of color
48%



Total faculty and staff
17



Student-faculty ratio
10:1



Faculty with advanced degrees
92%



Physical plant size
31,344 sq ft



Annual operating budget
\$3 million



Annual giving
\$300,000



Financial aid budget
\$761,250



Students receiving aid
46%



Overview

Located in one of the most vibrant neighborhoods in one of the world's most vibrant cities, the Academy of St. Joseph is a proudly independent Catholic school that is seeking only its second Head of School as it nears two decades of teaching and learning “in ways that are both joyful and serious, challenging and encouraging, grounded and uplifting.”

Reflecting the vision of Cardinal Edward Egan, the Academy was founded in 2007 in Greenwich Village in a renovated former parish day school adjacent to the Church of St. Joseph, around the corner from New York University and Washington Square. The school building's large windows, high ceilings, and hardwood floors offer a warm, bright, and welcoming setting for the 90 students and 17 faculty and staff in Pre-Kindergarten to Grade 8 who have made it their school-home. With the retirement of founding Head of School Angela Coombs in the summer of 2026 after 19 years of exceptional leadership, the Academy of St. Joseph will continue to mature as a school determined to fulfill Cardinal Egan's vision of providing students with the intellectual, social-emotional, and moral foundations to live productive lives.

At the core of the Academy of St. Joseph's mission are the qualities of Character, Competence, and Compassion. The goal is to provide an environment in which every student, regardless of faith background, can experience the joy and love of learning and gain knowledge to enrich themselves and others. Beyond the 31,000-square-foot school building—which features ten classrooms, an assembly hall, a dining hall, an art studio, a science lab, and a rooftop playground—the educational program draws on the resources of its Greenwich Village neighborhood as well as the extensive resources of New York City. Cherished for its unpretentious nature in the midst of the New York independent school landscape, the Academy maintains a pioneering spirit that enables it to continue to think big.



This Head of School position should be particularly attractive for an exceptional Catholic educator who recognizes the many strengths of a small-school setting, including the small class sizes, the low student-teacher ratios, and the close relationships that result. Community members identify those features—along with academic and Catholic program excellence, the teaching of moral and ethical values, and a safe earning environment—as characteristics they particularly value about the Academy of St. Joseph. While the Academy seeks to increase enrollment over time, they are determined not to do so at the cost of the small-school feel that enables a deep sense of connection across a community, described as open-minded and open-hearted, in which everyone knows each other and looks out for each other. The next Head of School will partner with an engaged and committed Board of Trustees, faculty and staff, and parent community, along with a vibrant and talented student body, in building the administrative capacity and processes that will promote the ongoing maturity and growth of this impressive place.

Opportunities and Challenges

As a young school, now approaching 20 years of educating young people in a varied and challenging educational program supported by the values of the Catholic Church, the Academy of St. Joseph reflects many of the opportunities and challenges consistent with an institution moving boldly into its next chapter. In describing the school’s pioneering spirit, the founding Head of School has observed, “There are still so many things we’re doing for the first time. Every day you can find something to do for the first time.” At the same time, its mission and core beliefs are well-articulated and well-established, including the determination to celebrate the joy of childhood and to have children “thrive in a learning environment that meets their individual needs and encourages respect for the individual and the community.”

While the Academy shares some spaces with the neighboring Church of St. Joseph, it is an independent, rather than a parochial or diocesan, school. As an institution that embraces its Greenwich Village neighborhood, there is much diversity in perspective and family structure. The New York City educational landscape in which the Academy exists is a competitive one, including public and public charter, parochial, and other independent school options. Continuing to establish itself as an exceptional independent Catholic school, characterized by warmth and welcome, within that landscape captures both opportunity and challenge for the next Head of School.



Specific opportunities include:

- Entering into, and continuing to nurture, a school community that seeks to educate the whole child, with that child at the very center of its work.
- Leading in a dynamic small-school setting that thrives on deep connections between and among the various members of the community.
- Respecting the diversity of the students and families and faculty and staff regarding race, ethnicity, faith tradition, family structure, socioeconomic status, and perspective.
- Building on the remarkable dedication, commitment, and support of the faculty, staff, and administration; parents and guardians; and wider Academy community.
- Partnering with a forward-looking Board of Trustees to set in place the necessary administrative infrastructure while building the institutional capacity to promote the ongoing growth and maturity of the Academy.
- Continuing to strengthen the Academy's connections with the top independent and private high schools in New York City as destinations for its graduates.
- Collaborating with the newly appointed Director of Enrollment Management to continue to attract mission-aligned students and families to the Academy.
- Continuing to strengthen neighborhood and citywide partnerships for more varied program opportunities and philanthropic support to enhance its growth and sustainability.

Specific challenges include:

- Building and maintaining mission-aligned enrollment across grade levels, especially in a competitive marketplace.
- Continuing to attract and retain exceptional faculty and staff, providing them with competitive compensation, and offering multiple opportunities to grow professionally.
- Ensuring that teachers have the training and resources necessary to do this important work well, given the increasing student neurodiversity in independent schools.
- Identifying and implementing the administrative structures, processes, and staffing that will enable the Academy to continue to mature as an institution.
- Securing the Academy's long-term financial health and well-being through a culture of philanthropy, creative revenue-enhancing strategies, and ongoing physical plant improvements.



Qualifications and Personal Attributes

The Academy of St. Joseph is seeking in its next Head of School an experienced Catholic educator with experience in elementary and middle school settings who fully embraces its mission and core beliefs. The strongest candidates will offer most or all of the following qualifications and qualities:

Professional Qualifications and Leadership Style

- A practicing Catholic who possesses the ability to articulate the values of the Catholic Church.
- A deep understanding of, and appreciation for, the unique joys and compelling qualities of small-school settings, especially for young learners.
- A leader who is strategic, visionary, and action-based.
- Experience in change management, working in a lean organization and building structure.
- Experience recruiting, hiring, supporting, and retaining talented, broadly diverse, and mission-aligned faculty.
- Exceptional interpersonal skills and the ability to communicate with inspiration and clarity, both orally and in writing.
- The ability to articulate vision and strategy and the tactical skills necessary to manage the systems and processes necessary to implement strategy.
- Experience in academic leadership and understanding of evolving best practices in teaching and learning.
- Personal and professional commitment to diversity, equity, and inclusion and the requisite skills to support a diverse student body and faculty community, facilitating critical conversations in support of a culture of belonging.
- Knowledge of, and commitment to, effective institutional advancement and fund- and friend-raising in support of community connectedness and financial sustainability.
- Understanding of best practices in finance, human resources, and business operations.

Personal Qualities

- Alignment with the Academy's mission and core beliefs, including a fundamental belief in the joy of working with young children.
- Highly visible, accessible, and relational in one's approach to leadership, working to develop an atmosphere of trust.
- Eagerness to engage actively with students, parents and guardians, and faculty and staff and a willingness to prioritize visibility amidst the demands of a busy professional schedule.
- A style that is collaborative when possible and decisive when necessary, built on approachability, responsiveness, and transparent communication.
- Honest and trustworthy, upholding the highest levels of integrity.
- Humility and resolve in being hands-on in a school with a relatively small staff.

Learn More

Click on the links below to learn more about Academy of St. Joseph.

[School Website](#)

[High School Placement](#)

[School History](#)

[About New York, New York](#)

[The AOSJ Way](#)

To Apply

Interested and qualified candidates are asked to submit the following materials as **separate PDF documents**:

- A cover letter expressing their interest in and preparation for this particular position. The cover letter should explain how the candidates' experiences have prepared them for this opportunity, aligning experiences and skills with the Academy's needs as they understand them at this time.
- A current resume.

As the process moves forward, selected candidates may be asked to submit:

- Writing samples specific to this search.
- A list of five professional references with name, relationship, phone number, and email address (references will not be contacted without the candidate's permission).

Candidates are invited to contact the consultants in confidence and to submit their resume and cover letter to:

Barbara Daush

Senior Consultant and Catholic Schools Practice Leader
barbara.daush@carneysandoe.com

Seliat Dairo

Consultant
seliat.dairo@carneysandoe.com

Peter Barrett

Senior Consultant
peter.barrett@carneysandoe.com

The salary range for this position is \$265,000 to \$340,000. The Academy of St. Joseph also offers a comprehensive benefits package including a retirement plan with an employer benefit contribution, comprehensive insurance benefits, and support for professional growth. A Head of School housing allowance is provided. The starting salary is based upon, but not limited to, several factors that include years of experience, education level, and expertise.