



## Job Description: Academic Innovation Dean

Kirby School | Santa Cruz, CA

### Position Overview

Kirby School is seeking a visionary and collaborative Academic Innovation Dean to serve as the architect of the school's forward-thinking educational vision. This leadership role is designed for an educator who balances high-level strategic thinking with the hands-on coordination required to bridge traditional classroom learning and real-world application. The Dean will drive curricular evolution, ensuring our educational model remains at the forefront of pedagogical excellence while overseeing psychological and learning support services and building robust external pipelines for student growth.

### Key Responsibilities

#### 1. Curricular & Instructional Innovation

- **Research & Implementation:** Lead the research and implementation of innovative teaching methodologies across both divisions in partnership with the Upper and Middle School Heads.
- **Story telling:** Keep the community informed of what is being developed and the trends being watched through school publications such as *The Wave* and occasional paid content articles through local news media.
- **Values-Driven Strategy:** Collaborate with faculty to design and implement forward-thinking instructional strategies that align with Kirby's values of intellectual risk-taking, mutual respect, and unconditional positive regard (UPR).
- **Future-Ready Initiatives:** Stay at the forefront of educational trends, such as AI integration and experiential learning, to ensure the school remains a leader in academic excellence.
- **Professional Development:** Manage the educational program professional development budget and work with KAL to develop in-service programming and growth goals that elevate the student experience.

#### 2. Intensive Path & Community Partnerships

- **Intensive Path Coordination:** Oversee the **Intensive Path** program, providing a structured yet flexible framework for students seeking deep dives into specific disciplines.
- **External & Strategic Partnerships:** Identify, secure, and manage strategic partnerships with local businesses, non-profits, and universities for internship placement and community service opportunities for staff and students.

- **Internship Facilitation:** Manage and expand the internship program, ensuring students find placements that challenge their comfort zones and provide authentic professional exposure.
- **Community Impact:** Design and oversee a comprehensive community service-learning program that integrates civic engagement into the core academic experience.

### 3. Student Support & Academic Counseling

- **Supervision & Personnel:** Provide high-level supervision to the School Psychologist, to ensure counseling services and accommodations are mission-aligned, inclusive and accessible to all.
  - **Academic Advising:** Work directly with students and the College Counselor to ensure their course schedules are rigorous, balanced, and aligned with their personal and academic goals.
  - **Student Path Scheduling:** Facilitate the student course selection process to ensure every student's path is tailored to their individual aspirations.
  - **Student Experience Monitoring and Response:** Update and facilitate the execution of the Student Experience Survey, designing and proposing responsive actions to increase the net promoter score and mission alignment of student feedback. Execution of responsive actions will be evaluated and executed in partnership with the Division Heads.
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## Qualifications

### Education

Bachelor's degree required

Master's Degree preferred

### Experience

3+ years of experience in independent secondary school leadership

3+ years of independent school classroom teaching at the high school level

- **Innovation Leadership:** 3+ years of experience leading school-wide innovation initiatives, specifically regarding the adoption of AI and other emerging technologies.
- **Technological Fluency:** Deep understanding of the current AI landscape in education, including generative AI, and its implications for academic integrity and curriculum design.
- **Educational Leadership:** Proven experience in curriculum development, instructional coaching, or school administration.
- **Collaborative Spirit:** A demonstrated ability to lead through influence and build consensus among a diverse and highly experienced faculty.
- **Community Minded:** Experience in networking or developing external programs such as internships, service learning, or vocational partnerships.

- **Student-Centered:** A deep understanding of the developmental and academic needs of middle and high school students.

Interested and qualified candidates should email [academicinnovationhire@kirby.org](mailto:academicinnovationhire@kirby.org). Please attach a cover letter, current resume, and at least two letters of reference.

**Job Type:** Full-time (40 hours/week), in person

**Pay:** \$90,000-\$115,000 per year, depending on experience and qualifications.

*Kirby School does not discriminate on the basis of race, color, sex, religion, sexual orientation, disability, national origin, or any other characteristic protected by law.*