

Position and Candidate Specification

University Prep

Head of School



UNIVERSITY
PREP

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MISSION STATEMENT

University Prep is committed to developing each student's potential to become an intellectually courageous, socially responsible citizen of the world.

DIVERSITY MISSION STATEMENT

University Prep's mission compels us to train and educate the next generation of leaders who will create impact and change in an interdependent, complex, and global community. Our students need to see, hear, and understand the diversity of people, perspectives, and points of view around them and the world they will lead in the years ahead. Essential to this proposition is the ability of our students to identify, analyze, and act on issues equity, justice, and inclusion. Our world demands it.

THE OPPORTUNITY

At University Prep, our commitment to academic excellence is steadfast. Deep inquiry and critical thinking are at the heart of a UPrep education. Located only two miles from the world-renowned University of Washington, the school connects with the spirit of creativity, exploration and innovation that is a hallmark of our region.

If you ask anyone in our community to describe our culture, you are likely to hear three words: *Inclusion*, *Invention*, and *Inspiration*.

The heart of UPrep is inclusion. We are a school founded by teachers who built a community where every student can bring their full self and be embraced for who they are. Advisory groups, community meetings, and social emotional guidance promote an ecosystem of support. We celebrate all learning styles through our learning support programs which encourage each student to reach their full potential. Eight out of ten students participate in our no-cut sports program; financial aid is utilized by 16 percent of our student population; and people of color represent more than 30 percent of our community. Our commitment to diversity, equity, and inclusion is articulated in our Diversity Strategic Plan and is owned by each member of our community.

The spirit of UPrep is invention. Our teachers embody a culture that fosters invention and creativity where the school integrates a structured curriculum with exciting opportunities for student directed experiences. We call this Next Generation Learning. This year, we launched 40 new intensive courses, where students choose and take one course, full-time, for three weeks in January and again in May. The Intensives offer students the opportunity to study complex, interdisciplinary topics in connection with people and places in the Seattle area.

The soul of UPrep is inspiration. Deep relationships between our students and the teachers who challenge and support them produces intellectual courage. Students can stretch themselves beyond the school walls, feel safe to take risks, and discover what they really want to do. Student-inspired learning thrives here, through our 8th grade Capstone Project, where they engage non-governmental organizations to discuss current issues, as well as our Senior LaunchPad, where students pursue a two-week project in an area of interest. We feel it is essential that our students leave UPrep prepared not only for college, but for life.

UPREP'S NEW HEAD OF SCHOOL

The next head will be a passionate and forward-thinking educator who will build on UPrep's forty-three year history while bringing new ideas and energy to our diverse community.

As they join UPrep, they will build on a foundation of invention, inclusion and inspiration that is anchored in an abiding belief in academic excellence. The best in our educational pedagogy is driven by a belief that each and every student at UPrep has the "spark" and potential to achieve amazing things. Our new leader will fully engage faculty and staff in promoting both academic agility and a culture of kindness, caring and fun.

Our leader will be an innovator who will build on the school's approach to academic excellence that is informed and nurtured by a purposeful environment focused on "how" learning happens. The next head will assess and strengthen such approaches as integrating the values of social justice and equity into students' daily lives, promoting social and emotional learning in the classroom and beyond, and advancing local, regional and global experiences focusing on relationship building, collaboration and problem solving.

In 2015, the school's tradition of educating students for a dynamic and changing world was reimagined with a visionary, student centric strategic plan. The three pillars of the plan, Next Generation Learning, Promoting Teacher Excellence and Optimizing Place and Space to Enhance Learning were then augmented by an exciting Diversity Strategic Plan the following year. All of these strategies are being actively implemented.

Our planned physical expansion projects, including the Commons renovation and the ULab, a new 39,000 SF building currently in the design and permitting phase, will transform our campus and create new learning environments designed specifically to support the principles of Next Generation Learning.

The next head will have the opportunity and challenge to assess the change landscape we have completed, engage the community in making mid-course corrections as necessary, and catalyze the next phase of the school's growth. This is an opportunity to take a school that has been on a steep trajectory of programmatic and reputational growth and secure its place as a top preparatory school with a distinctive identity for many years to come.

IDEAL EXPERIENCE

The next Head of School will be an accomplished academic leader with classroom experience and a demonstrated ability to:

- Promote teacher excellence, continuing growth and improvement.
- Develop and execute on a program of academic excellence through thoughtful systems management.
- Create and implement innovative changes to an academic program.
- Collaborate, build consensus and interact in a highly relational manner.
- Embody a commitment to diversity, equity and inclusion.
- Inspire, mentor, motivate, and support a diverse faculty and staff.
- Lead and manage an institution through a period of significant growth and transformation.
- Foster a culture of engagement and support from alumni and parents.
- Effectively collaborate and partner with a Board of Trustees.

CRITICAL LEADERSHIP CAPABILITIES

Visionary Educational Leadership

In an environment where innovation and risk-taking, are encouraged and supported, the next Head will:

- Be a visionary leader committed to educating students in a dynamic, evolving, supportive and collaborative environment.
- Demonstrate an abiding commitment to and an unwavering focus on diverse and talented students, supporting their intellectual development, encouraging creativity and experimentation, and ensuring their social and emotional growth.
- Be a voracious learner, collaborator, and the lead advocate in the evolution of the school's programs
- Ensure that all academic programs challenge students to push their intellectual boundaries, encourage the exploration of new pedagogies and experiences, and serve students with a variety of strengths.

Community Building

At a school with a supportive, student-focused community founded by seven public school teachers devoted to collaboration, the next Head will:

- Be a warm, visible, and accessible leader; essential to the fabric of the school.
- Build rapport and relationships with all constituents at the school and with key partners in the community.
- Be vigilant in modeling and upholding the mission, vision and values of the school.
- Be a natural consensus builder. Encourage and invite honest discussion and respectful debate in the spirit of institutional evolution and a focus on the student-centered experience.
- Support and encourage the deep and abiding relationships between and among teachers and students.
- Exemplify through actions big and small the school's commitment to social and emotional learning in the classroom and beyond.

Organizational Capacity Building

In a well-functioning school with ambitions to scale, evolve, and innovate the next Head will:

- Provide critical leadership to attract and retain talented and diverse faculty and staff members who are drawn to inquiry and collaboration, who embrace the opportunity to explore and iterate new concepts, and who are committed to continuous learning and on-going professional development.
- Mentor, inspire and support an essential and highly effective senior administrative leadership team.
- Encourage, inspire and support a dedicated and collaborative faculty and staff.
- Continue to lead the implementation of the three pillars of Strategic Plan 2020: promoting teacher excellence in support of students, optimizing place and space to enhance learning and our community, and evolving next generation learning opportunities to prepare students for a changing world.
- Understand the importance of aligning ambitions with resources and continue to cultivate and secure both annual and capital gifts to support both the on-going school operations, as well as Strategic Plan 2020.
- Champion continued integration of the Diversity Strategic Plan, from program strategy to integration of diversity, equity and inclusion into the curriculum, classroom and community.
- Be a strategic, adept steward of the school's assets with strong business acumen and smart fiscal management strategies.
- Communicate with frequency and transparency; listen with compassion and curiosity; and understand that everyday interactions accrue value.

THE SEARCH PROCESS

University Prep is an equal opportunity employer and strongly encourages individuals of all backgrounds and cultures to consider this leadership position. The School's commitment to inclusivity encompasses, but is not limited to, diversity in nationality, ethnicity, race, religion, gender, sexual orientation, age, and disability.

The University Prep search committee is being assisted by Spencer Stuart in this search process. The committee welcomes comments, questions, nominations, or expressions of interest. To contact the committee, please send an email with any supporting materials to the confidential email address below:

UPrepHead@spencerstuart.com.