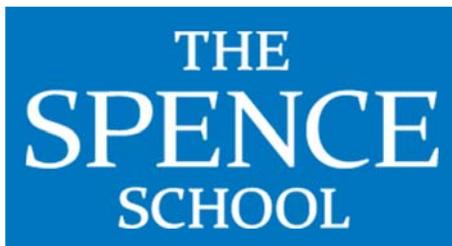




**An Exciting Educational Leadership Opportunity
for August 2019:**

Science Department Head (Grades 5-12)



New York, NY

www.spenceschool.org



Founded by Clara B. Spence in 1892, The Spence School is an independent, college-preparatory day school serving 752 girls in Kindergarten through Grade 12. Ranking among the nation's pre-eminent schools for girls, Spence is committed to high academic standards, integrity, a diverse student body, and a purpose larger than oneself.

Spence's vibrant canvas of teaching and learning is inspired by the words of Clara Spence, who described learning as an "intellectual and moral adventure." The talented faculty embraces the challenge of preparing Spence's able students to thrive as engaged citizens with purpose, passion, and perspective.

The Science Department Chair leads a talented 10-member faculty deeply committed to science education for girls. S/he will join Spence at a particularly exciting time in the evolution of the science curriculum. Construction begins later this year on a new Ecology Center, and the school has launched several initiatives to inspire Middle School girls to pursue STEM fields.

**APPLICATIONS REQUESTED ASAP AND
NO LATER THAN OCTOBER 17, 2018**





MISSION AND PHILOSOPHY

Non scholae sed vitae discimus (Not for school but for life we learn.)

MISSION

With a commitment to academic excellence and personal integrity, The Spence School prepares a diverse community of girls and young women for the lifelong transformation of self and the world with purpose, passion, and perspective.

PHILOSOPHY

Offering a rigorous, liberal arts study, The Spence School develops high standards and character while creating an environment that fosters self-confidence and the joy of learning. Charging our students to meet the demands of academic excellence and responsible citizenship in a changing world, we teach that diverse points of view fuel inquiry, engagement, and deeper understandings of complex truths. We believe in the strength, intellect, and vitality of women.

THE SCHOOL AT A GLANCE

AFFILIATIONS

ACCREDITATION: New York State Association of Independent Schools

MEMBER: National Association of Independent Schools, National Coalition of Girls' Schools, New York Interschool

ENROLLMENT AND FINANCIAL AID

2017-18 ENROLLMENT:	752
LOWER SCHOOL (K-4):	265
MIDDLE SCHOOL (5-8):	227
UPPER SCHOOL (9-12):	260
STUDENTS OF COLOR:	41%
2018-19 TUITION:	\$52,050
FINANCIAL AID:	\$5.3 million aiding 18.5% of students

FACULTY AND STAFF

TOTAL NUMBER OF EMPLOYEES:	240
FULL-TIME FACULTY:	127
FACULTY WITH ADVANCED DEGREE:	82%
AVERAGE FACULTY TENURE AT SPENCE:	9.5 years
MEDIAN YEARS OF TEACHING EXPERIENCE:	15
FACULTY/STAFF OF COLOR:	36%
MALE/FEMALE RATIO:	20/80

LOCATION AND CAMPUSES

LOCATION:	Manhattan's Upper East Side
LOWER SCHOOL:	56 East 93rd Street
MIDDLE/UPPER SCHOOL:	22 East 91 st Street

ABOUT THE SPENCE SCHOOL

With a 126-year record of excellence in the education of girls and women, The Spence School has always championed the spirit of learning in a community of openness, virtue, warmth, and joy that is built upon the foundations of intellectual inquiry and engagement. The talented faculty oversees a challenging curriculum that promotes students' growth as scholars and human beings. The all-girls' environment places importance on self-agency, couples high expectations with open possibilities of academic leadership, and embodies what it means to share sisterhood and womanhood in defining one's own education.

The Spence School's large and considered educational vista of opportunities for students features rigorous and imaginative academics in all three divisions; a full array of arts offerings; a comprehensive physical education and interscholastic athletics program; and more than 40 student clubs, activities, and organizations. The K-12 Outreach and Public Service Program is grounded in the development of strong partnerships with dynamic nonprofit organizations.

For a detailed look at the entire educational program, visit www.spenceschool.org.

As it looks to the future, Spence aspires to continue harnessing the power inherent in all-girls education while exploring new opportunities to promote creativity and innovation. Adopted in 2015, the school's Long Range Plan sets a strong foundation for designing pedagogy and programs.



Among Spence's exciting plans for the future is the construction of a new athletic and educational facility — Spence 412 — at 412 East 90th Street. Slated to open in 2020, the facility will include an expansive ecology center and outdoor education space as well as a regulation-size gymnasium for volleyball and basketball; nine squash courts, including an exhibition court; and a multipurpose room for the performing arts.

Read the Long Range Plan here: [*Teaching and Learning at Spence 2025: An Intellectual & Moral Adventure*](#).

STUDENTS

A highly selective school admitting one in 10 applicants, Spence enrolls girls from all boroughs of New York City as well as from parts of Westchester County, Connecticut, and New Jersey. The school actively seeks students who reflect the racial, cultural, religious, and socioeconomic diversity of the wider world.



Spence's highly accomplished and well-prepared graduates are welcomed each year to the nation's finest colleges and universities. Among the 297 graduates from the Classes of 2014–2018, five or more enrolled at each of the following:

Amherst College
Brown University
Columbia University
Cornell University
Dartmouth College
Duke University

Emory University
Georgetown University
Hamilton College
Harvard University
Northwestern University
Princeton University

Stanford University
University of Chicago
University of Michigan
University of Pennsylvania
University of St Andrews
(Scotland)

Washington University in
St. Louis
Wesleyan University
Yale University

SCIENCE AT THE SPENCE SCHOOL

Two science-related initiatives, both supported by a major grant from The Starr Foundation, will offer exciting leadership opportunities for the next Science Department Head:

THE ECOLOGY CENTER. When it opens in the fall of 2020, Spence's new academic and athletic facility will include a K–12 hub for interdisciplinary ecological studies. It will feature four adjacent learning spaces including a classroom lab, a greenhouse, a learning kitchen, and a 3,150-square-foot outdoor garden. The rooftop garden, designed in collaboration with the science faculty, will feature planting organized to demonstrate micro-climates and a flexible outdoor education space with work tables. In collaboration with the future leader of The Ecology Center, the Science Department Head will have the opportunity to introduce innovative programming to take advantage of these new resources.



GIRLS IN SCIENCE. Spence is launching several Middle School programs designed to counter the persistent underrepresentation of women studying and working in STEM fields. The school plans to develop a range of new opportunities for Middle School students in physics, chemistry, biology, computer science, engineering, and data science, including a Visiting Scientists program, Independent Science Research projects, and a Girls in Science Summer Program. The endowed fund will build on the school's ongoing partnership with science professors at New York University, an initiative launched in 2016 to encourage girls and young women to develop a passion for scientific research.

These two program initiatives will enhance Spence's already solid Middle and Upper School science curriculum:

THE MIDDLE SCHOOL SCIENCE CURRICULUM

The Middle School science program is designed to provide a solid foundation in the discipline and a link between scientific concepts and their application to real-world situations. Courses are inquiry-based, allowing students to explore science through the process of asking questions and discovering possible answers by taking part in experiments and investigations. Topics in science that are relevant to their own lives are explored in each grade. Students contemplate both the world around them and the changes they witness in their own bodies. Classes are structured so that questions are encouraged, inevitably leading to even more questions.



The Middle School curriculum includes four year-long courses: Naturalist Studies in Grade 5, Investigative Science in Grade 6, Human Biology in Grade 7, and Earth Science in Grade 8.

THE UPPER SCHOOL SCIENCE CURRICULUM

In the Upper School years, students build upon skills they have already begun to develop, exploring material with increasing depth and rigor. In Grades 9, 10, and 11, respectively, all students pursue year-long courses in Physics, Chemistry, and Biology. Seniors (and sometimes juniors) choose from among year-long or semester electives including Advanced Biology, Advanced Psychology, Forensic Science: The Study of Evidence and Crime, Advanced Chemistry: Organic Chemistry, Advanced Chemistry: Applied Chemistry, Advanced Physics: Classical Mechanics, Advanced Physics: Modern Physics, Topics in Bioethics, and Topics in Environmental Ethics.

Independent Science Research (ISR) is a unique opportunity for students to delve deeply into an aspect of science that interests them. This three-year course (including two summers) is an extra (sixth) class for a selected group of up to six

sophomores. Students perform actual research and participate in the greater scientific community, working alongside researchers in a laboratory setting. During the three-year sequence, sophomores develop a research topic of their own choosing and work through the challenging process of identifying and securing a mentor with the support and guidance of their teacher. They spend the next two years conducting original research. Many Spence students have had the opportunity to co-author published research with their mentors and have used this experience as a launching point for careers in science, medicine, and engineering.

THE POSITION: SCIENCE DEPARTMENT HEAD

Spence seeks an accomplished educator to build on the department's established history of deep collaboration, pedagogical inquiry, and passion for the discipline. This position represents an opportunity to lead a dynamic and innovative Grade 5-12 team in expanding its vision and program design.

The next Department Head will have the opportunity to work with outstanding students and colleagues. The current 10-member faculty, all of whom hold advanced degrees, boasts an average tenure of 12 years at Spence.

Specific responsibilities of the position include the following:



CURRICULAR LEADERSHIP

- Oversee Grade 5-12 Science curriculum.
- Provide curriculum continuity within and across divisions.
- Oversee curricular review, refinement, and implementation.
- Support the development of an innovative, interdisciplinary ecology program in a new facility and a new enrichment program for Middle School Science – both supported by a major foundation grant.

INSTITUTIONAL LEADERSHIP

- Lead hiring searches for department faculty, in tandem with the administrative team.
- Represent the department to all constituents.
- Serve on school-wide committees.
- Represent the department at admissions and outreach events.
- Manage department business.

INSTRUCTIONAL LEADERSHIP

- Monitor individual professional development, goal-setting, and evaluations.
- Oversee course sectioning and staffing.
- Establish department's annual goals.
- Plan and lead department meetings.
- Serve as the immediate supervisor to 10 department members.

TEACHING

- Teach three sections across Middle and/or Upper School.
- Serve as advisor to students in Middle or Upper School.

WHO SHOULD APPLY?

The Spence School offers a dynamic and supportive work environment, competitive salaries, multiple opportunities for professional growth, and a generous benefits package. Spence is committed to an equitable and inclusive program and a diverse faculty, staff, and student body. Candidates from diverse backgrounds are therefore especially encouraged to apply. The Spence School is an Equal Opportunity Employer.

Ideally, candidates will offer most or all of the following attributes:

QUALIFICATIONS AND EXPERIENCE

- Sustained teaching experience.
- An advanced degree or equivalent experience.
- An appreciation of the importance of Science education for girls.
- Successful departmental or equivalent school leadership experience.
- Experience leading the development and implementation of innovative program design.
- Demonstrated skills in communications and interpersonal relations within and across multiple constituencies.



LEADERSHIP TRAITS AND PERSONAL QUALITIES

- Finds joy in working with children and in school life.
- Leads with energy, kindness, and a sense of humor.
- Demonstrates cultural competency and skills engaging with and learning from people with diverse backgrounds and experiences.
- Supports Spence's commitment to equity.
- Demonstrates the ability to foster sustained collaboration and professional growth within a team.

APPLICATION REQUIREMENTS AND SEARCH PROCESS

Acting on behalf of The Spence School, Wickenden Associates is actively recruiting exceptional candidates for this excellent leadership opportunity. The lead consultant is Laura Hansen (lhansen@wickenden.com). She may be reached at (609) 683-1355. Candidates should submit **ASAP and no later than Wednesday, October 17, 2018**, an application package including the following:

- *A cover letter indicating why they are particularly interested in and qualified for the position.*
- *A current résumé.*
- *The names, addresses, and telephone numbers of three references. (We will obtain permission from candidates before contacting references.)*
- *A writing sample.*

These materials should be transmitted via email attachment to searches@wickenden.com.

After an initial review of applicants, the Hiring Team will interview selected candidates in November. Shortly thereafter, finalists will be invited to Spence for a more comprehensive interview process. An appointment is anticipated in January 2019. Wickenden Associates will keep all applicants informed of their status throughout the process.
