



# WESTTOWN SCHOOL

## Middle School Principal West Chester, PA

Westtown School, an independent, PK-12, day and boarding Quaker school in West Chester, Pennsylvania, seeks an experienced, dynamic educational leader to serve as Middle School Principal. The principal will provide strategic guidance for the Middle School, support its faculty, oversee its daily operations, and guide the division through both joys and challenges with skill, sensitivity, and grace. The principal will partner with other senior administrators to develop and implement schoolwide strategic priorities that further the school's mission, and will ensure the alignment of Middle School initiatives with those priorities.

**The School:** Westtown is a spirit-led school where students are empowered to discover their unique gifts and guiding purpose in a values-based community, while acquiring the skills and knowledge they will need to impact — and to better — the world they will inherit. Founded in 1799 by members of the Philadelphia Yearly Meeting of the Religious Society of Friends, Westtown educates not just for the sake of college preparation, but for an engaged and reflective life. The school maintains a rigorous academic



program, but also a strong emphasis on reflection and mindfulness, both in weekly Meeting for Worship and in students' everyday lives. Westtown students, of whom 28.5% are students of color, are engaged, active, and aware, committed to learning and self-discovery. Westtown's beautiful 600-acre campus, located just 25 miles west of Philadelphia, encourages investigation, relaxation, and play, as well as illustrating the school's commitment to sustainability. Quaker values and practices pervade the curriculum and culture, encouraging each community member to value diversity, to seek peace and justice, and to demonstrate respect for self and others.



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**The Middle School** (grades 6-8) provides an outstanding education for a bright and lively population of 131 students. Our Middle School provides them with challenging academics, a robust social-emotional curriculum, and copious opportunities to explore their sense of identity, personal gifts, and expanding interests. Westtown teachers believe that within each student there is a divine spark, a unique wisdom, and an evolving purpose. Sixteen core division teachers are themselves lifelong learners who take full advantage of Westtown's commitment to professional development in order to hone their craft. Both principal and faculty work closely with parents, helping them understand the developmental needs of their child throughout the complex cognitive, emotional, and physical changes of the middle years. Middle School teachers emphasize collaboration with each other, innovation in teaching, and pursuit of deep learning with regard to diversity, equity, and inclusion. A strong sense of community at the school helps every student feel known, understood, and capable of effecting positive change in the world.



**The Middle School Principal** reports to the Head of School and is charged with comprehensive responsibility for all activities involving students and faculty in the Middle School. As the division's educational leader, the principal has a high degree of autonomy, while partnering closely with other senior administrators, including the principals of the Lower and Upper Schools, to further school-wide initiatives. Within a collaborative culture based on Quaker decision-making, the principal provides the Middle School's primary voice regarding expectations for students, faculty, and staff, oversees the development and implementation of curriculum, supervises teachers and the teaching process, and reviews and evaluates academic and co-curricular programs. The Middle School Principal makes recommendations to the Head of School regarding the hiring and retention of division faculty and staff. In close partnership with colleagues, the principal attends to both daily school matters and issues of educational/philosophical interest and concern among the faculty, oversees the academic guidance of students and the methods and standards used by teachers to measure student achievement, and establishes and maintains community standards. The Middle School community relies on its principal to provide visible spiritual leadership, inclusive and forward-thinking direction with regard to cultural competency-building and positive racial and other personal identity development, and compassionate and collaborative resolution of all challenges, both routine and unique.



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Qualifications:

- Advanced degree;
- At least seven years teaching experience and at least five years administrative experience or equivalent;
- Demonstrated track record of leadership and change management;
- Demonstrated understanding of opportunities and challenges in independent schools;
- Demonstrated success supervising and supporting teachers and other professional staff;
- Commitment to building and sustaining an inclusive community and a program which reflects diverse cultures and perspectives;
- Strong affinity for the mission of Westtown School and an educational philosophy consistent with the school's values;
- Collegial and supportive management style, with a commitment to collaborative decision-making;
- Appreciation and robust support for Quaker education and Quaker spirituality;
- Excellent judgment in all situations, with the ability to respond to urgent and crisis situations calmly and efficiently;
- Excellent communication skills, initiative, and follow-through;
- Diplomacy, tact, and discretion with confidential information.

Westtown welcomes diverse candidates and encourages them to apply. Westtown does not discriminate in hiring, and is committed to fostering an inclusive community based on cultural competence, commitment to social justice, and respect for all voices.



**Application process:** Preference will be given to applications received by October 7, 2019. Please send resume/CV, letter of intent, list of five references with contact information (references will not be contacted until the candidate is notified), and statement of philosophy of education and leadership



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Please do not contact the school directly.



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