

Head of Lower School

Powhatan is seeking an experienced, dynamic, and student-centered educational leader as the next Head of Lower School to provide vision and leadership for grades PK-4. The Head of Lower School supports and evaluates teachers, leverages school resources to foster a positive, student-centered learning environment, and communicates with and supports the involvement of parents. Reporting to the Head of School and serving as a member of the Leadership Team, the Head of Lower School is an instructional leader with a background in and passion for early childhood and elementary education. To ensure a cohesive PK-8 program, the Head of Lower School actively collaborates with the Head of Upper School to manage the school-wide academic and social-emotional curriculum and other aspects of the school's mission. The successful candidate will have strong interpersonal and organizational skills as well as demonstrated abilities to lead within a collaborative environment.

Key Responsibilities:

- Provide overall leadership and management to the lower school in accordance with and support of the school's strategic plan.
- Develop and implement programs to improve student achievement.
- Coordinate professional development
- Collaborate with teachers and staff to develop and implement curriculum and instructional programs that support research-based practices.
- Foster a positive and inclusive school culture that promotes academic excellence, respect, and a sense of community.
- Communicate regularly with parents and the community to build strong relationships and ensure that they are informed and engaged in the school's activities and programs.
- Manage and supervise school personnel, including teachers and support staff.
- Attend school events and represent Powhatan in our community.
- Manage the lower school's budget and resources effectively to ensure it operates efficiently and meets its objectives.

Qualifications:

- Bachelor's degree in education or a related field; Master's degree preferred.
- A minimum of three years of experience as a school administrator or educational leader.
- Proven leadership and communication skills, both oral and written.
- Knowledge of instruction, curriculum development, and implementation.
- Ability to work collaboratively with teachers, staff, parents, and the community.

Salary and Benefits:

The salary and benefits package will be competitive and commensurate with experience.

Application Process:

Interested candidates are encouraged to submit a letter of interest and resume to Allison Jewell, Head's Assistant, at allisonjewell@powhatanschool.org.

