



CASADY SCHOOL

OKLAHOMA CITY, OKLAHOMA

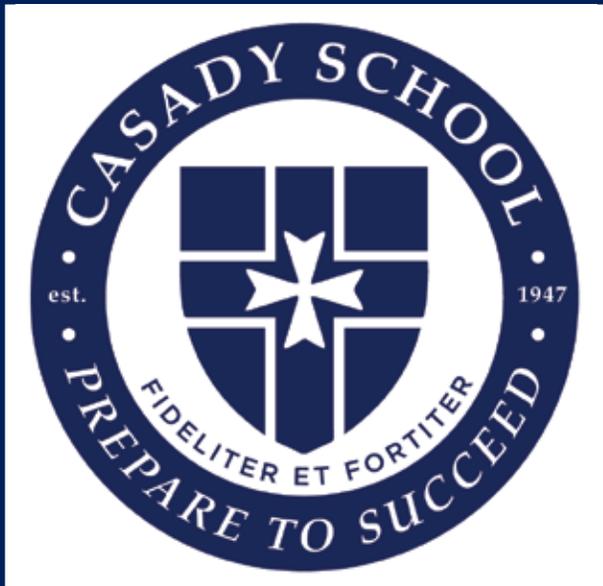
LOWER DIVISION DIRECTOR (DIVISION HEAD)

JULY 1, 2018

www.casady.org



Carney
Sandoe
& ASSOCIATES



Mission

Casady School develops excellence, confidence, and integrity in students and prepares them with the skills and knowledge that serve as the foundation for success.

THE POSITION

The Head of School at Casady School is seeking a dynamic, strategic, and relational leader for the Lower Division. The Lower Division Director is the chief administrator of the Lower Division that includes Grades 1-4. The Lower Division is the second of four divisions that make up Casady School. The School includes a Primary Division (PreK-K), Lower Division, Middle Division (Grades 5-8), and Upper Division (Grades 9-12).

The ideal candidate will have a strong knowledge and background in elementary school education and will be a highly involved and visible leader for Casady's Lower Division. Proven success in providing inspired leadership for students, faculty, and the school community will be imperative.

The Lower Division at Casady School has over 220 students and 20 faculty and support staff.

SCHOOL HISTORY

Casady was established in 1947 when 38 acres were purchased at the corner of Britton Road and Pennsylvania, north of downtown Oklahoma City. The purpose of the school was to establish a school of such high quality that students in Oklahoma City would not have to leave the state to attend boarding schools in the northeast. The school had humble beginnings as it grew from a few buildings to the state-of-art facilities and campus enjoyed today. Now in its 71st year, Casady School has exceeded its early goals and become the most prominent and respected school in the city, state, and region.



THE SCHOOL

The first thing you see when you visit the Casady School campus is the unique setting. The campus is nestled around the banks of a beautiful lake and is located in the center of a bustling neighborhood. When you look beyond the beautiful campus, you see that Casady School boasts an academic program, an intense faith-based character building program, a dynamic arts program, and competitive athletic offerings. Look even closer and you will see the real strength of Casady School comes from its people. The essence of Casady School comes from the strong school community feel and the wonderful and meaningful relationships developed between teachers, administrators, students, and their parents. While tradition will always be a strong and vital part of life at Casady School, you will see a strong emphasis on progressive and innovative approaches to best educate their students.

Casady School sets the standard for other schools in the city, state, and region. Casady has been highly ranked in numerous reviews of schools, ranking #1 in both 2016 and 2017 as Best Private High School in Oklahoma, #1 Private High School for College Readiness in Oklahoma, and Best Christian School in Oklahoma. The school excels in college placement and national exam performance, while winning the State Championship in Science Olympiad competition for the past five years. Casady School is accredited by the Independent Schools Association of the Southwest and is an active member of the National and the Southwest Association of Episcopal Schools. It is the only school in the state that holds membership in the Malone Schools Online Network. This affiliation allows Upper Division students access to hundreds of online courses that could never be offered in a traditional setting.

All Lower, Middle, and Upper Division students have daily chapel. While students of all faiths attend Casady School, the school holds a strong and dedicated connection to the Episcopal Church. Chapel is a central part of the overall educational program of the school.

Many schools say what they do. Casady School does what it says. **Mind, Body, and Spirit** is much more than a motto for the 915 students and their teachers, administrators, staff, and trustees. It



is a way of life. Every day children grow in excellence, confidence, and integrity as they prepare to become successful in their next phase of life. For a candidate with a keen interest in a special opportunity to serve as the leader of a Lower Division in a strong, established, and mission centric Division, Casady School provides one of the superior opportunities for a Lower Division leader in the country.

Finally, the new Lower Division Director will enjoy the support of a very well respected Head of School who has provided exceptionally strong direction and stability in leadership of Casady School.

THE LOWER DIVISION

The Lower Division has been led by an incredibly capable and beloved leader for the past 15 years. She will be retiring at the end of the 2017-2018 school year and will leave a Division that is strong and effective in meeting its mission. The faculty is a predominately veteran group of professional educators, with a mix of teachers in their first few years of experience. Casady School's Lower Division will also create a wonderful opportunity for a candidate who cherishes and provides leadership that is based on knowing each student, parent, faculty, and staff member in a way that allows their leader to really care and support their efforts.

If there is a single thread that runs through the Lower Division at Casady School it is the concept and importance that everyone is known. It is that knowledge of each student, family, and faculty member that serves to assist in doing what is truly best for each child. A second thread that runs through the Lower Division is the strong level of trust. There is trust by the Director in the faculty and staff. There is trust by the parents in the competence and care their children receive. The Lower Division at Casady School is a wonderful and special place for children due to the leadership and dedication



of the experienced and highly competent faculty and staff who work with families that highly value education and want the very best for their children. A final common strength is the autonomy that allows faculty the freedom to teach in the way that best fits their specific children, and always knowing the key guide to what is done is very simply...do what is best for the student.

OKLAHOMA CITY, OKLAHOMA

If you don't know Oklahoma City, you are in for a pleasant surprise. There is the Big Apple, the Big Easy, but Oklahoma City is known as the Big Friendly. Those from far away and those who are natives describe the people as the greatest resource of Oklahoma City. The stories abound among the faculty and staff of Casady School regarding their welcome and support when they moved to Oklahoma City. It is a dynamic and affordable city that ranks high on the list of best places to raise a family.

During the height of the recession, *Forbes* named Oklahoma City the most recession-proof city in the nation and more recently the magazine called the city the most affordable city in America. Military, universities, health care, energy, and banking are the key sources of economic strength and employment for the city.

The downtown area is booming. Revitalization and growth are seen at every point in the city. The once abandoned warehouse district known as Bricktown is now the center of restaurants, retail, and entertainment. The city supports numerous museums, theatres, and the NBA Thunder basketball team. Oklahoma City has one of the ten top rated zoos in the country and abundant parks and lakes throughout the region.

Many describe Oklahoma City as a great place to live with the benefits of a large city, but the heart of a small town.



OPPORTUNITIES AND CHALLENGES

The highly successful candidates for the Casady Lower Division Director will demonstrate a strong desire to quickly and deeply know the students, faculty, staff, and parents of the Division as they work in concert with all aspects of the Casady School community. Building joyous and effective relationships will be a key goal for the new Director.

The faculty and staff of the Lower Division are a highly experienced and dedicated group of professionals. While this provides many positives, the new Director will be faced with replacing retiring faculty and staff during their tenure. One of the key challenges for the new Director will be selecting and hiring outstanding faculty and staff members who will step in to maintain the excellence that is currently in place. The long-term quality and stability of the Lower Division's ongoing success will depend on finding and retaining great new hires over the next decade.

Finally, the new Lower Division Director will be charged, not just with maintenance of the Division, but with continuing the trajectory of consistent growth and improvement in the educational programs and delivery as they lead Casady School's Lower Division.



THE EXPECTATIONS OF A SUCCESSFUL CANDIDATE

The next Director of the Lower Division at Casady School will have:

- An exceptionally strong belief that to serve the school community, you must first know the school community.
- A warm, compassionate, and outgoing personality and natural ease in building community with all stakeholders by being highly visible throughout the school, having a desire to truly know each student, demonstrating a sense of humor, exhibiting unending optimism, and approaching the job with exceptional energy.
- The ability to anticipate the next needed actions by exhibiting a skill for careful planning and strategic thinking.
- The ability to attract, retain, and motivate a highly talented team.
- A strong trust in the team to do the right thing for students.
- Leadership skills that inspire through both word and deed.
- Excellent communication skills with both students and adults.
- A desire to be the advocate for the Lower Division in all phases of the overall school operations.
- Proven success as an educational leader.
- The strong personal qualities and skills that allow the Director to be the calm and knowledgeable leader of a dedicated group of students, faculty, and School community.
- Expertise in both general organization skills and financial management.
- A desire to become an active contributor to the Oklahoma City community.
- An advanced degree and teaching experience.

To APPLY

Interested and qualified candidates should submit electronically, as separate documents (preferably PDFs), the following materials:

- Formal cover letter of application stating desire to apply
- Current résumé
- Statement of administrative leadership philosophy
- At least three references, including name, title, relationship with candidate, phone number, and email address for each, to:

Bob Windham

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