

LEADERSHIP OPPORTUNITY
CONCORD, MA

CONCORD
ACADEMY

DIRECTOR OF
COMMUNITY AND EQUITY



CONCORD ACADEMY

BRADFORD HOUSE



LEADERSHIP OPPORTUNITY

Concord Academy, an independent, coeducational, day and boarding school renowned for its world-class faculty, dedicated staff, passionate students, and graduates who make their mark on the world, seeks a Director of Community and Equity to begin July 1, 2021.

The Director of Community and Equity is responsible for guiding and implementing the school's day-to-day work in the areas of diversity, inclusion, and access throughout the school community. As such, this role is immersed in direct student contact, support, and programming, as well as direct collaboration and rapport with faculty and staff members. The Director of Community and Equity works closely with, and reports to, the Dean for Academic Program and Equity — which is itself a strategically created role at the school. Together, the Dean for Academic Program and Equity, Director of Community and Equity, and the Community & Equity Team lead the school to enliven the central tenet of the school's mission, “striving for equity.”

The incoming Director of Community and Equity will find many institutional supports for their work: a long institutional history of leading independent schools in DEI work coupled with a desire for continual growth and improvement; a school culture that encourages

engaging in DEI and anti-racism work, even when it is challenging or messy; active effort to address concerns from #blackatconcord; a commitment to try to shift from “opt-in” culture to engagement of all community members in this work; thoughtful and ongoing work to develop policies and practices that support transgender, gender non-binary, and genderqueer students; and more than fifteen affinity or social justice groups. The Director of Community and Equity will also find a community eager to investigate issues of access and equity, including the STEM equity task force which examined disparities in learning outcomes among students in those courses.

The Director of Community and Equity leads a small team of experienced and passionate faculty and students who together comprise the Community & Equity Team. Soliciting broad input and involvement from students, faculty, and staff, the Community & Equity Team collaborates to shepherd and advance Concord Academy's diversity and equity ideals.



CONCORD ACADEMY

THE POSITION

Strategic Priorities/Opportunities for the Director of Community and Equity include:

- Help define what equity looks like in an independent boarding school setting
- Champion all dimensions of diversity and equity in the community
- Serve as a thought-partner to the Dean for Academic Program and Equity to envision a curriculum that engages every student in social justice learning in the academic program
- Collaborate with enthusiastic and engaged faculty and staff members to knit diversity and equity efforts across the community
- Set goals and objectives for the members of the Community & Equity Team to facilitate their work
- Make direct connections and relationships with students, graduates, and families
- Partner with Health Services to develop a comprehensive Health & Wellness curriculum that supports students of all identities and promotes belonging and equity as central to wellness in the Concord Academy community



ESSENTIAL FUNCTIONS

- Lead and coordinate the daily efforts of the school to support equitable access to the school's mission and program for students, faculty and staff, alumnae/alumni, and families
- Develop programming that engages community members in the school's vision that equity and belonging are the work of all. Some examples include orientation programming, student leadership training, all-school assemblies, professional development and training opportunities for all Concord Academy employees, and family & alumnae/alumni workshops
- Consult with the student life office on residential life and programming
- Partner with the Dean of Faculty and hiring teams to support the recruitment, hiring, and retention of a diverse faculty and staff community
- Partner with the Advancement & Engagement office to support programming and connections for alumnae/alumni with marginalized identities, as well as programming for all alumnae/alumni, current families, etc., that encourages their support of the school's commitment to equity and the development of global citizens in a collaborative, multicultural world
- Bring faculty and staff into equity work through discussions, workshops, and meetings relating to community and equity
- Represent the office at various key events. Examples include Admissions events, Family Weekend and Board of Trustee meetings
- Develop goals and objectives with elected student Community & Equity co-heads to define and execute their role and projects, lead the Diversity Coalition, and facilitate Inclusion Council meetings
- Support an active affinity space culture by providing leadership and facilitation training and support to both student co-heads and faculty and staff advisors
- Oversee the execution of the Cohort program, which provides community and mentorship for domestic students receiving the highest financial aid awards to help them navigate Concord Academy as their whole selves
- Participate on the Department Heads and Student Support teams

In addition, the Director of Community and Equity will:

- Teach one course per semester in their home discipline or assume another community role
- Keep current with best practices in school-based community and equity work and trends through the pursuit of professional development opportunities and networking connections
- Manage a team and a budget with an organized, detail-oriented, resourceful, collaborative, and growth mindset approach



QUALITIES OF THE NEW DIRECTOR OF COMMUNITY AND EQUITY

The Director of Community and Equity will need to have a track record of leadership in diversity, equity and inclusion work in a professional setting, as well as the ability to articulate a vision for “a more just and sustainable future.” The Director of Community and Equity will have a strong sense of self, a healthy self-care routine, and the ability to refresh themselves as they daily support others in DEI work. This position entails supporting individuals and groups to feel empowered to be their whole selves, while expecting growth from all individuals in the community and providing the necessary support or guidance to nurture it.

The Director of Community and Equity will model empathy, integrity, and responsibility in their interactions with members of their community as a visible leader, collaborator, and mentor. They will also provide positive and consistent leadership to support the adherence to community standards and values. The Director of Community and Equity will be able to communicate effectively as a speaker, writer and listener, and engage in thoughtful dialogue in difficult moments. Finally, the Director of Community and Equity will lead with good humor, poise, and a positive spirit.



EDUCATION, EXPERIENCE AND SKILLS

- Bachelor's degree required
- Degree such as MEd, MSW, or MA in a relevant field and/or training as a DEI practitioner preferred
- Organized and capable manager of people, program, and budgets
- Experience working with community-based organizations
- Ability to take initiative and decipher whether a task should be delegated or shared, as well as develop a work plan to advance the initiative
- Personal traits to include:
 - » Strong interpersonal skills and emotional intelligence
 - » Proactive, energetic, and creative presence
 - » Ability to have courageous and difficult conversations
 - » An ability to bring people together
 - » A broad view of diversity, equity, and inclusion
 - » Open-minded, sense of humor, and balanced perspective
- Able and willing to work a flexible full-time schedule, including evenings and weekends in a boarding school setting



Founded in 1922, Concord Academy is a renowned independent high school for individuals who go on to make their mark on the world. In a caring and challenging atmosphere, students thrive in partnership with talented educators, encouraged to find their voices, and discover and develop talents as scholars, artists, musicians, and athletes. With approximately 400 boarding and day students, Concord Academy's community is vibrant, close-knit, and enlivened by a rigorous curriculum with wide-as-you-can-dream opportunities. This is a place where students love to learn, where creativity and trust are abundant natural resources, and where the history and literature of New England enrich us every day.

HISTORY

Founded in 1922 as a school for girls in grades 1–12, Concord Academy has grown in size and scope to become a coeducational day and boarding school for high school students. The school has grown from its beginnings in the Haines House to now thirty-nine acres. Approaching its centennial, Concord Academy has revisited its mission to better reflect its aspirations for the future.

THE STUDENTS

Concord Academy students come from all walks of life, and they come to Concord Academy to take advantage of the robust academic and extra-curricular opportunities the school offers. Approximately 36% of students identify as people of color and 10% are international students. This diversity is an important hallmark of the school and provides the richness of perspective, experience, and interactions that is crucial to a dynamic environment. Incredible work is happening at Concord Academy around identity development, and conversations around privilege, equity, and social justice are being actively facilitated (through affinity groups and the Inclusion Council, among others).

MISSION STATEMENT

*We are a community animated
by love of learning,
diverse and striving for equity,
with common trust as our foundation.*

*Honoring each individual,
we challenge and expand
our understanding of ourselves
and the world
through purposeful collaboration
and creative engagement.*

*We cultivate empathy,
integrity, and responsibility
to build a more just and
sustainable future.*





THE FACULTY AND STAFF

Concord Academy takes pride in its philosophy to strive toward equity amongst faculty and staff. As such, all Concord Academy employees are empowered and expected to live the mission of the school and encouraged to build strong relationships with peers and students. Concord Academy faculty are experts in their field and are passionate about what they do. Faculty at Concord Academy are held in high esteem by students and alumnae/alumni; their impact on the students beyond their time at Concord Academy is undeniable. Thoughtful staff members are committed

to collaborating with their colleagues, students, and families to create a culture and community that fosters a safe and innovative learning environment. Faculty and staff are committed to professional and personal growth around diversity, equity, and inclusion.

The new Director of Community and Equity will lead an invested and engaged group of adult colleagues at Concord Academy — teachers, staff, trustees, families, and graduates who value academic rigor, emotional and physical health, and expect a respectful and lively exchange of ideas. Concord Academy adults are eager to move as a collective towards the school's mission.

CONCORD ACADEMY

THE SCHOOL

CAMPUS

We encourage you to take Concord Academy's [virtual tour](#) to get to know the beautiful countryside campus next to the Sudbury River in Concord, Massachusetts. The campus is five minutes away from the train station and very near the delightful center of town. Campus buildings include a performing arts center, a health and athletic center, newly built labs, and a math and art center. Some buildings are historic, such as the Elizabeth B. Hall Chapel which is a 19th-century meetinghouse. A new athletic campus, just a mile away, includes six tennis courts, a baseball field, a field hockey field, two soccer/lacrosse fields, and a field house with full facilities and features.

GEOGRAPHY

Concord is located in Middlesex County, part of the Greater Boston area, known for its historical significance in the American Revolution, and home to past and current literary giants. Today, Concord retains its small-town charm with its own theaters, unique restaurants and shops, musical and cultural life. Residents enjoy its open and green spaces and proximity to urban Boston and Cambridge.

401 students
60% day, 40% boarding
Enrollment

68
Faculty

6:1
Student-Teacher Ratio

98
Average Size of Graduating Class

39 acres
Campus Size

26% of school
Financial Aid

\$46,390
Average Grant for New Students

\$5.4 million
Financial Aid Budget



PROCEDURE TO APPLY

Concord Academy is an equal opportunity employer and values the strength diversity brings to the workplace. We are committed to providing reasonable accommodation to applicants with disabilities.

We actively seek applicants who reflect and support our mission-driven commitment to creating and maintaining a diverse and inclusive school community. The school provides a competitive benefits package and salary is commensurate with experience.

Interested candidates must submit the following materials confidentially via <http://bit.ly/ConcordAcademy-Director-of-CandE> in one PDF attachment that includes in the following order:

- Cover letter expressing interest in the Concord Academy Director of Community and Equity position
- Current résumé
- Statement of educational philosophy and practice which expresses who you are and how you connect to this work (no more than 2 pages)
- List of three references including name, title, phone number, email address, and professional relationship (references are contacted only with the candidate's permission)

Please email any questions to jobs@strategenius.org or by phone to Orpheus Crutchfield at (510) 685-0861.



SEARCH CALENDAR

February 10, 2021

Applications Due

February 19, 2021

Semifinalists Interviews

March 1-5, 2021

Finalists Interviews

March 15, 2021

Announcement

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