

Dean of Students

Pingree School is a dynamic and aspirational, independent, all-gender day school on the North Shore of Boston, located on a beautiful 100-acre campus in South Hamilton, where approximately 385 students in grades 9 through 12 solve problems, build community, and learn how to learn. The Pingree community is dedicated to academic excellence and the development of high personal standards. Pingree believes that a love of learning flourishes best in a diverse community that respects truth, curiosity, creativity, humor, and independent and imaginative thinking. Committed to developing global citizens, Pingree actively seeks faculty and students of character and intelligence from diverse social, ethnic, and socio-economic backgrounds.

Pingree seeks to hire a Dean of Students beginning in the 2022-2023 school year. An aspirational educator who cares deeply about the experience and development of adolescents, the Dean of Students promotes an inclusive culture focused on the overall well-being of students and our institutional commitment to equity, anti-racism, and belonging. The Dean of Students exhibits and models character and respect, providing vision and guidance for student life.

Through skilled communication and effective collaboration, the Dean of Students invests in relationships and provides proactive decision-making to engage community members in the delivery of programs that support the personal, character, and social development of students in accordance with Pingree's mission and program. The Dean of Students is an innovative leader, a keen observer and architect of school culture, and an educator who cultivates and maintains high expectations for all. Qualified candidates must possess the ability to work with a wide range of people—students, parents, faculty, staff, and community members.

Strong organizational and communication skills, compassion, patience, and a sense of humor are essential to this role.

The Dean of Students is a member of the Senior Administrative Team, Curriculum Committee, Hiring Team, Student Life Committee, and Student Support Team. The Dean works with and supervises the Grade Deans. This full-time, 12-month position reports directly to the Head of School.

Primary Responsibilities:

- Leading the advisory program, assigning advisors annually and creating content for advisory in coordination with the School Counselor and Associate Head of School
- Overseeing the disciplinary process for minor and major infractions
- Chairing the trips committee and coordinating all grade-level and class trips throughout the year
- Developing and implementing the community education program with colleagues
- Advising student leadership and student government
- Overseeing the Pingree House System
- Serving as the point person for student activity groups and clubs
- Reviewing, communicating, and enforcing student handbook policies
- Working closely with teachers and coaches to support students, policies, and community values

- Working with student leaders to schedule and organize events and ensuring proper supervision of students during evening and weekend events
- Facilitating all-school meetings and select assemblies and events throughout the year
- Collaborating with the Associate Head of School, Assistant Head of School for Instruction and Equity, Director of Athletics and Afternoon Programs, and Director of Counseling on programs, curricula, and individual and group needs as they arise
- Monitoring a school calendar that is balanced and sensitive to student needs
- Chairing the Discipline Committee
- Staying current with research and current practices through ongoing professional development and networking
- Teaching one section and coaching one season (to be determined)
- Monitoring daily attendance with the Grade Deans

Qualifications:

- A bachelor's degree is required; a master's degree is preferred
- Five or more years of experience working closely with students, teachers, and parents
- Possesses excellent written and verbal communication skills
- Demonstrated commitment to diversity, equity and anti-racism work
- Committed to working with adolescents in all areas of school life
- Ability to work at evening and weekend events

Pingree School is proud to be an equal opportunity employer. Pingree does not discriminate against applicants or employees on the basis of race, sex, pregnancy or pregnancy-related condition, color, religion, national origin, age, ancestry, sexual orientation, disability, gender identity or expression, veteran or active military status, genetics, or any other category protected by state, federal or local law.

The search committee will begin accepting nominations and reviewing applications immediately. Requested application materials include a cover letter and curriculum vitae. Candidates should submit materials—electronically and in confidence— to: PingreeDeanOfStudents@storbecksearch.com.



Staci Williams Seeley
 Managing Associate
Sherry Coleman, Ed.D.
 Managing Director
PingreeDeanOfStudents@storbecksearch.com