

Head of School

Overview

The Bozeman Field School, an independent high school in Bozeman, Montana, seeks a head of school to lead its next phase of growth and development. Launched in 2017, the school will graduate its third senior class in May. Starting in June, the School will commence a three-year strategic plan to move beyond “start-up” and into a period of stable enrollment growth and financial expansion.

The position start date is June 15, 2022.

You

First and foremost, you will be a student-focused educator. You will create a community of warmth, creative risk, and inclusion; mentor faculty; engage parents; work with the Trustees to refine and implement a strategic plan; and continuously innovate and improve our curriculum.

As the ideal candidate, you are a passionate, charismatic communicator who can articulate the school’s unique mission, one-of-a-kind academic program and compelling future. You combine youthful enthusiasm with grounded maturity, academic evangelism with pragmatic engagement of stakeholders, and uncompromising focus on your own excellence and raising the level of engagement of your faculty, board and, most importantly, your student body.

As the face of the school, you will work regularly with external stakeholders such as school leaders while annually building the pipeline of prospective students. Over the longer-term, you will design and implement the school’s fund-raising strategy.

Specifically, you will:

- Oversee all operations while focusing on school culture, admissions and fundraising
- Continuously improve the day-to-day student experience
- Lead curricular development and implementation
- Manage the admissions process
- Ensure the financial stability of the school through retention and enrollment
- Expand financial resources by launching annual, alumni and capital campaigns
- Manage all faculty and staff

- Partner with the Board of Trustees

You will get your hands dirty; you will attempt great things. Sometimes you will fail. More often, you will succeed. And you will always inspire students with your leadership, your compassion for others, your caring for our community and your commitment to the school and its mission.

Extra credit: for conversance in the Path to Purpose, Mindfulness and Carol Dweck.

The School

The Bozeman Field School is an innovative college preparatory high school, focused on developing the “whole student” around the following cognitive and non-cognitive pillars:

- Intellectual Tenacity
- Emotional Durability
- Compassion for Others/Caring for Community
- Collaborative Problem-Solving
- Applied Curiosity
- Courageous self-agency
- Vigorous Physical Health

With these skills, Bozeman Field School graduates are equipped intellectually and emotionally to engage in their college, social, and professional communities with confidence, compassion and purpose.

The Curriculum

The School uses place-based pedagogy as described by David Sobel: "*Place-based education is the process of using the local community and environment as a starting point to teach concepts in language arts, mathematics, social studies, science and other subjects across the curriculum. Emphasizing hands-on, real-world learning experiences, this approach to education increases academic achievement, helps students develop stronger ties to their community, enhances students' appreciation for the natural world and creates heightened commitment to serving as active, contributing citizens. Community vitality and environmental quality are improved through active engagement of local citizens, community organizations, and environmental resources in the life of the school.*" (Sobel, [Place-Based Education](#)).

Students combine both “traditional” classroom studies of foundational liberal arts subjects, with frequent expeditions into the natural environment, the built environment, and the local community of human institutions, relationships and collaborations.

The academic calendar consists of:

- *Two semesters* (block-based). The bulwark of the college-preparatory core curriculum, accounting for 21 credits across the standard high school subject areas
- *January Term*. Deep-dive course work, in non-core subjects; January also allows time for independent study, internships and other student-designed, non-traditional undertakings such as international service
- *7-week Immersives* (four quarters). Each student takes 4-8 such courses each year, amongst 6 disciplines: STEM, Fine Art, Business and Careers, Health and Wellness, and History/Social Studies
- *Four multi-day expeditions*. A different mix each year of outdoor education, writing retreats, snow science, art workshops, historical and political studies, and interdisciplinary cultural/geographic immersion at remote locations such as Grand Staircase and the Olympic Peninsula.

For philosophical reasons, the school does not offer AP classes. Starting in 9th grade, however, students are eligible for a variety of dual enrollment classes with Montana State University (MSU), located immediately contiguous to the BFS campus. By 11th grade, interested students are encouraged to enroll at MSU for additional course work in the arts, social sciences and STEM.

In the second semester of the junior year, each student selects an area of personal interest as the framework of a three-semester capstone project. Capstones are wide-ranging in scope and structure--they may consist of classroom work, field studies, internships, apprenticeships, and/or original research; they may be either academic or vocational in nature. The goal of the Capstone is to cultivate essential academic, life and professional skills such as project management, long-term planning, self-agency and independent work. In addition, Capstones serve as differentiating, demonstration projects for college application.

Past projects have included:

- Criminal law and justice

- Game design
- Endangered species recovery strategies
- Visual Arts (Graphic design and photography)
- Carpentry and building trades
- Coding and Circuitry
- Sustainable Agriculture

Work Year

This position is full-time and 12 months/year. The Head of School will teach and perform other customary duties during the academic year and will hold normal office hours during the summer, with an emphasis on assessing and improving programs, assessing and mentoring faculty, and identifying opportunities for future improvement.

To Apply

By February 20, 2022 please share:

1. A resume/CV
2. three writing samples, one of which should be a Statement of Educational Philosophy and Leadership Practice. Most importantly, share something that creatively teaches us about you. This self-expression should tell us both a little about who you are and a lot about how you think about high school education—and why you love it. It could be a poem, a software program, a painting, a short-story, or a sprechgesang video tour of the place where you live and teach. Risks are encouraged; dreary convention is not. Cover letters will most likely not be read.
3. Three personal references—one each from a current upper-class student, a recent former student, and a parent.
4. Three professional references—one each from a direct report (current or former), a peer, and a board member with whom you have had direct working experience (as Head or as a member of a task force, board committee, etc.)

Please submit these application materials in a *single email* to:

HoSSearch@BozemanFieldSchool.org

Next Steps

Short-list candidates will be invited to Bozeman for in-person interviews with students, faculty, leadership and trustees. You will also teach a “class” to members of our community. The subject will be of your choosing—without limitation—as will be the methodology of your presentation.

Education

- BA/BS., ideally from a strong liberal arts program
- Formal training in outdoor or experiential education
- MS/MA, preferred

Experience

- Demonstrated high school leadership (for example, Head of School; Associate Head of School; Academic Dean/Dean of Studies; Division Head): 3-5 years
- Success in managing an outreach, admissions and enrollment process
- Curriculum development experience, both at the individual course level and of an integrated, multi-grade course of study
- Innovative, problem-solving mindset with a focus on creative delivery of education
- Hands-on experience with high school students in a non-academic role (e.g., counseling, mentorship)
- Experience working with diverse learners and differentiated, self-paced learning
- Fund-raising as leader of team

Skills

- Public speaking
- One-to-one communication
- Fundraising
- Faculty, staff and student facilitation and mediation
- Curriculum development supervision
- Visibility and accessibility within the Bozeman community while representing the school externally

BOZEMAN FIELD SCHOOL

- Ability to constructively engage all school stakeholder groups
- Comfort with authority and when to use it
- Leading college search, preparation and application for students

Surgeon General's Warning

This is going to be hard work, and lots of it. But you will have the support of an engaged, experienced and deeply committed Board of Trustees, an expert Director of Operations and innovative Dean of Students. Best of all, you will have the chance to be a cornerstone in leading an innovative and transformational school into its next phase.

Nondiscrimination Policy

Bozeman Field School seeks a diverse community of students, faculty, and staff members. Bozeman Field School does not discriminate on any basis (such as race, color, national or ethnic origin, physical ability, gender identity or expression, sexual orientation, religion, creed, spirituality, or background) in administration of its hiring policies, educational policies, admissions policies, or scholarship and grant programs.