



# Head of Upper School Search

**Great Minds**

**unleashed**

The Tatnall School | 1501 Barley Mill Road | Wilmington, DE 19807





# The Opportunity

## The Position

The Tatnall School seeks a visionary and strategic leader to serve as our next Head of Upper School beginning July 1, 2025. The ideal candidate will have demonstrated expertise in leading a collaborative, energetic professional community as well as experience in curricular and programmatic innovation. Tatnall prides itself on delivering a well-rounded education of academics, athletics, and the arts; building authentic relationships within the school community; and creating a personalized learning experience that prioritizes the achievement and well-being of our students. The Head of Upper School will align with this mission while fostering a joyful environment that is appropriately challenging and highly engaging.

The Upper School is a community of approximately 200 students and 25 faculty and staff. The Head of Upper School works closely with the other division leaders, serves on the senior leadership team, and reports to the Assistant Head of School.

## To Apply

The Tatnall School has engaged The Finney Search Group to lead the search for our next Head of Upper School. All interested candidates are encouraged to send a resume, cover letter, and a statement of Educational Philosophy to:

<https://www.thefinneysearchgroup.com/tatnall-hus-application>.

**FINNEY**  
THE FINNEY SEARCH GROUP

The Head of Upper School serves as the educational leader and oversees the day-to-day operations of the division.



**Essential responsibilities include but are not limited to:**

**School Culture:**

- Foster an Upper School community of students and faculty that values individual growth, achievement, and character building.
- Collaborate with the Director of Student Life to ensure the Upper School is vibrant and that opportunities for engagement and leadership are abundant.
- Engage in the School's work around diversity, equity, and community, and partner with the Director of Equity and Community to enhance the student body experience.
- Maintain a visible, approachable presence in the hallways and classrooms.
- Prioritize engagement and relationship building with faculty and students.
- Attend extracurricular events to demonstrate investment in the Tatnall community.

**Academic Leadership:**

- Oversee, evaluate, and continually evolve the Upper School academic program and the use of effective classroom instruction and assessment in collaboration with the Assistant Head of School, Department Chairs, and the faculty.
- Manage the process for monitoring and communicating student academic achievement and personal growth.
- Broaden the scope of innovative opportunities, including signature and cross-disciplinary experiences, experiential programming for students, and community partnerships.

**Faculty Support:**

- Supervise and lead the growth and evaluation process for division faculty and staff.
- Support and mentor faculty through goals, informal and formal observations, and professional development opportunities.
- Play a lead role in hiring of Upper School faculty and staff.
- Plan meaningful faculty meetings.
- Possibly teach one class section and/or serve as an advisor.

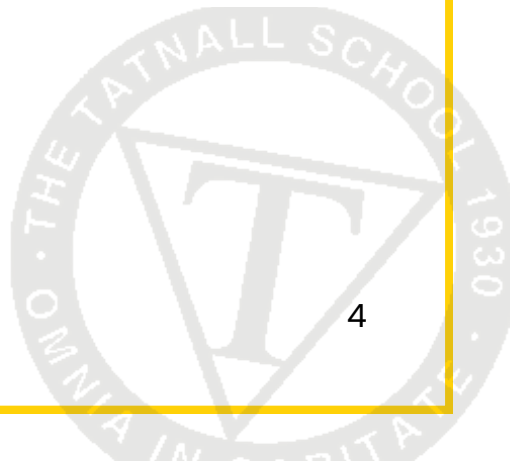
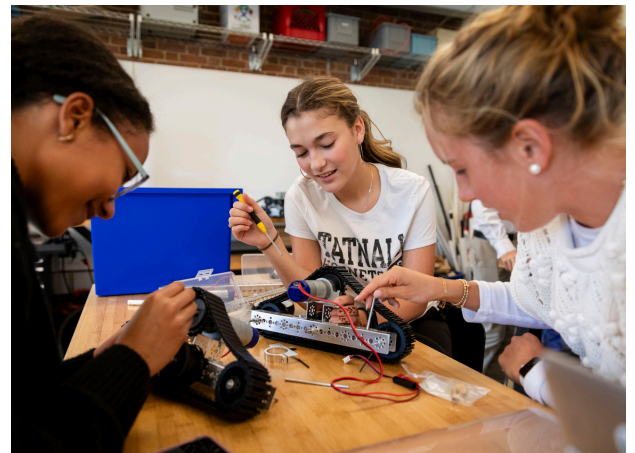
**“Curiosity - Perseverance - Citizenship”** 3



## Administrative:



- Review and confirm class schedules and faculty loads.
- Work alongside the Director of Student Life to review and refine Handbook policies and behavioral expectations and to enforce discipline and restorative procedures.
- Support and collaborate with colleagues responsible for key areas of the Upper School including Student Life, College Counseling, Learning Services, Diversity and Community, J-Term, Arts, Athletics, Advisory, and School Safety.
- Work closely with the Admissions Office to promote the division, participate in the review process for new and re-enrolling students, communicate with potential families, and coordinate a smooth onboarding process.
- Actively engage with the Senior Leadership Team including participation in regular meetings, ongoing communication and support across divisions and departments, and long-range planning.
- Manage the division budget with the CFO and work closely with the Director of Operations to maintain the physical plant and assess strategic opportunities.
- Communicate meaningfully, effectively, and in a timely fashion with faculty, students, and parents.
- Partner with the Home & School Association to enrich programs, communicate effectively around events and initiatives, and benefit the community at-large.





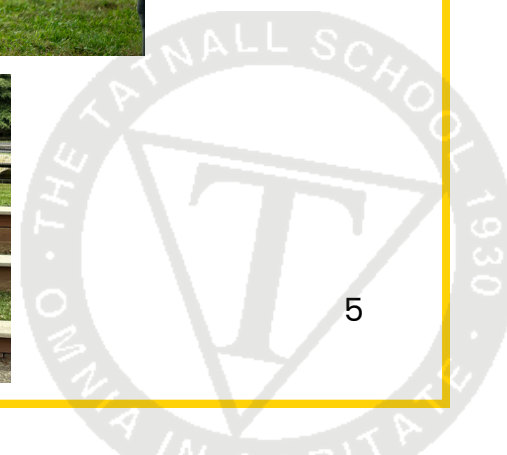
The ideal candidate will possess the following leadership qualities and personal attributes:



- The vision to identify opportunities and challenges proactively while managing day-to-day operations
- A strong understanding of curriculum and research-based pedagogy
- The curiosity to always be growing as a leader and educator
- The discipline to build a culture of accountability
- An informed decision maker who is inquisitive and seeks different perspectives
- Experience in managing change
- Demonstrated ability to work collaboratively with multiple constituencies
- Excellent organizational skills and attention to detail
- Strong communication skills (writing, listening, speaking)
- Resilience, empathy, and perseverance
- A community builder who is energetic, joyful, and models citizenship
- Understands and relates to Upper School students

#### Preferred Qualifications:

- Advanced degree(s) preferred
- 3-5 years administrative experience
- 5 years or more of direct experience with 9-12 classroom instruction
- Experience working in an independent school





## Tatnall School Mission

Tatnall inspires the joyful pursuit of excellence.

We value curiosity, we foster perseverance, and we cultivate citizenship – all to engage the world with commitment and integrity.



## The School

Founded in 1930, The Tatnall School is an independent, coeducational, college preparatory day school situated on a pastoral, 110-acre campus in Greenville, Delaware. Tatnall includes four academic divisions with 500 students from age 2 through grade 12. Its challenging academic curriculum and programs, combined with award-winning faculty and state-of-the-art facilities, create an environment of educational excellence within a caring and nurturing community. Tatnall's motto, *omnia in caritate* ("all things in love"), speaks to how we cultivate and celebrate both authentic relationships and dynamic learning experiences, and is at the core of everything we do.

## Tatnall's Promise

- At Tatnall, we **inspire** students to **explore** and **excel** so they can **engage** the world with courage, intelligence, passion, and purpose.
- We provide a strong, balanced foundation with exceptional **academics**, outstanding **athletics**, unparalleled **arts**, and authentic **relationships**.
- We develop **minds**, build **character**, and create **community** – **one student at a time**.

## Tatnall's Beliefs

Authentic **student-faculty relationships** are the heart of the Tatnall experience.

- Acknowledging and **celebrating each person's gifts** fosters a diverse school community and prepares our students to thrive in a global environment.
- Our **expansive natural setting** highlights the importance of environmental sustainability and the benefits of outdoor experiential learning.
- Engaging our **alumni, families**, and **friends** in the ongoing activities of the School supports the educational experience.
- An evolving, balanced, and relevant curriculum creates opportunities for **achievement**, nurtures **innovation**, inspires **lifelong learning**, and promotes **health** and **well-being**.
- Developing and maintaining **shared traditions** strengthens the Tatnall community.





## Our Campus

**110 Acres in the heart of Greenville, Delaware**



### **3 Main Academic Buildings**

Myers (age 2 - PK)  
Sedgely (K - 5)  
Beekley (6 - 12)

**5**

**STEM Facilities**

**2**

**Centers for  
Performing Arts**

**14**



### **Outdoor Learning Spaces**

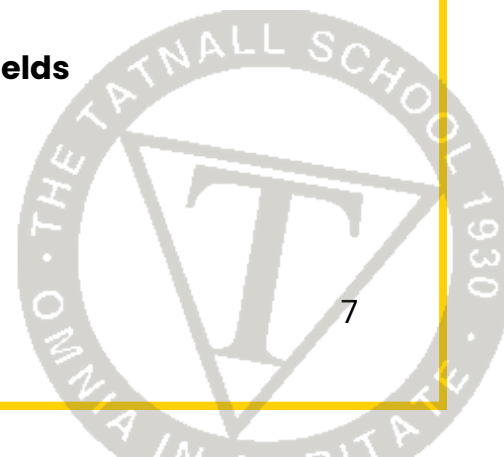
6 Outdoor Classrooms  
7 Natural Habitats for Study  
1 Low Ropes Course



**10**

### **Distinct Athletic Facilities and Fields**

5 Bermuda Grass Fields  
2 Baseball Diamonds  
8-lane Track  
1 Turf Field  
6 Tennis Courts







# Overview: Tatnall's Upper School

At Tatnall, we are intentional in developing critical minds and nurturing brave leaders. We achieve this in the Upper School by providing a challenging program with exceptional academics, outstanding athletics, unparalleled arts, and authentic relationships. We develop minds, build character, and create community - one student at a time.

Upper School students are offered a range of academic classes and extracurricular activities in a framework that encourages individual responsibility, intellectual inquiry, and personal growth. The curriculum is intended to challenge students while allowing them to discover their individual interests and passions. An innovative and supportive faculty is critical in developing a learning environment that facilitates this process.

The Upper School schedule is based on a 4-day, 8-block rotating schedule. This allows students to attend 6 courses a day (students may elect a 7th course) and also meet with advisors, participate in clubs, and take advantage of study halls. Beyond the required classes (English, history, math, science, and world language), students must take 2 arts classes in distinct areas, participate in multiple athletic seasons, and complete 50 hours of community service during their Upper School careers. Honors and Advanced Placement courses are offered in all departments.

J-Term, a seven-day program in early January, provides an opportunity for our students and teachers to learn from one another in an experiential environment that extends beyond the four walls of the classroom. J-Term courses cover a variety of subjects, and each encourages students to live out our core values of Curiosity, Perseverance, and Citizenship.

## Fast Facts

**227**

Upper School Students

**7:1**

Faculty-to-Student Ratio

**25**

Upper School Faculty

**83**

Teaching Faculty Across  
Four Divisions

**4**

Upper School Arts & Music  
Performances a Year

**25**

Athletic Teams over 3 Seasons

**72**

State Championships

**9**

Academic Departments

**1**

J-Term

## Application Process and Timeline:

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The position of Head of Upper School will begin on July 1, 2025.

To learn more about The Tatnall School, please visit our website at [www.tatnall.org](http://www.tatnall.org).

*The Tatnall School is committed to the principles of equal employment opportunity and a work environment free of discrimination and harassment. All employment decisions are based on job requirements and individual qualifications, without regard to age, gender, race, color, religion, disability, sexual orientation, gender identity or expression, national origin, ancestry, genetic predisposition or other categories protected by Delaware or federal law.*

