

Opportunity Statement



Director of Learning/Head of School



About Groves Learning Organization

We build confidence, success, and purpose through transformative learning experiences.

Five Pillars

- Groves Learning Organization is a nonprofit organization that builds literacy for students who experience learning challenges and helps all students ignite their confidence to succeed.
- We have expertise in literacy, dyslexia, study skills, and teaching the process of learning.
- We understand that proven effective reading instruction inspires all learners.
- We are driven to empower as many students, clients, and educators as we can.
- We celebrate our successes and differences.



Values

At the heart of GLO is a community where students, families, faculty, and staff are engaged with a sense of belonging, sharing, and support. As a community, integrity and respect are intrinsic in everything we do.

We also value:

- **Authenticity:** We are genuine, honest, and open in our relationships, our actions, and our words.
- **Collaboration:** We gain energy when we are working together and recognize our decisions and actions are better when we engage as a team.
- **Compassion:** We embrace others' differences and value our unique abilities, personalities, and styles.
- **Discovery:** We have a passion to persistently learn, explore, and innovate.
- **Tenacity:** We are driven to take risks, to advocate, and to encounter challenges with boldness and a firm resolve.

The Opportunity

GROVES ACADEMY



Groves Learning Organization (GLO) is a nonprofit educational ecosystem that empowers each and every unique learner to discover their brilliance. GLO is a beacon of learning, illuminating the path to literacy for all students. We have a rich history of supporting bright students who struggle with learning disabilities and attention disorders, as well as promoting evidence-based literacy instruction for all.



About Groves Academy

Groves Academy, one of three parts of the Groves Learning ecosystem, is grades 1-12 and educates 275 students. There are 75 faculty and staff within Groves Academy. It is located in the charming suburb of St. Louis Park, MN in a space built for learning.

About this Leadership Opportunity

Groves Academy seeks a Director of Learning/Head of School who will effectively lead the day-to-day operations of the Academy while also cultivating an ethos of care, inspiring a relentless pursuit of innovative practice and a culture of possibility. This position is open for an interim Director of Learning/Head of School for SY 2024-2025 or permanent. The role being primarily responsible for teaching and learning, will also be the voice of inspiration and force behind professional learning. As this role does not have responsibility for Admissions or Development, it's an ideal position for a seasoned Division Director with aspirations for a future Head of School role.

With increased distance from the pandemic, Groves Academy is in a growth posture. There is robust energy from the faculty to elevate their practice to increasingly serve students and families. The community is joyful and a curiosity about "what's possible" is near ubiquitous.

The Opportunity

The next Director of Learning/Head of School of Groves Academy will join a learning environment steeped in a rich fifty-one-year history of providing quality learning experiences to children who learn differently. Groves Academy is a community that is inclusive, compassionate, and driven to celebrate each student's individual strengths, passions, and identity.

An intellectually curious, wise, relationship builder and compassionate change maker who finds great joy in the daily life of the academy, the next Director of Learning/Head of School will lead this renowned place of learning that nurtures and encourages brilliance within students with learning challenges. At the Academy there is the belief that students learn best when instruction is explicit and multi-sensory, and addresses individual strengths and challenges. The approach to education is designed to help students reach their full potential. From curriculum to small class sizes, everything done is grounded in evidence-based research and decades of experience.

Living its mission, "We build confidence, success, and purpose through transformative learning experiences," the faculty and staff at Groves Academy provide a learning environment that guides and encourages students to develop and fulfill their academic potential. With a commitment to ensuring students have the learning tools needed to be successful beyond Groves Academy, the next academy leaders will invite faculty and administration to look critically at the program and identify opportunities for dreaming forward.

The next Director of Learning/Head of School will be a seasoned educator/leader with seven to ten or more years of experience in the academic field required, including five to seven years of LD teaching experience, preferably in an independent or private school setting, and three years of management experience. They will embody a demonstrated commitment to diversity, equity, inclusion and belonging through continuous professional development, and modeling inclusive behaviors. They will be an exceptional listener who strives to build trust among all stakeholders and will bring clarity and transparency in decision-making and communication. They will be an experienced leader who views this assignment as an opportunity to move the Academy forward, not as a "holding operation;" possesses deep experience and competency for evolving a faculty through a strong command of the curriculum, and someone who provides experienced decision-making focused on current needs and based on an understanding of both the Academy's past and its future.

Finally, they will forge a compelling path forward to provide exceptional education and will have the capabilities and courage to make the decisions to lead the Academy while elevating teaching and learning professional practice; strategically and proactively nurturing enrollment growth and mission expansion; embedding DEIB principles deeply throughout the Academy culture and experience, and reimagining faculty recruitment and retention, faculty excellence, and reward-recognition compensation models.

Key Responsibilities

In partnership with the Groves Learning Organization President and Leadership Team, the Director of Learning/Head of School is responsible for setting the academy's strategic priorities and for articulating and actualizing a compelling educational vision rooted in literacy best practices. As the intellectual, interpersonal, and administrative leader for the Academy, the Director of Learning/Head of School is responsible for modeling the academy's values and managing all aspects of the academy, including effectively develop and implement Groves Learning Organization's mission, policies, strategies, and goals; Provides servant leadership to all functional areas of Groves Academy including, Academics, Social/Emotional, Athletics/Extracurricular, Curriculum, and Assistive Technology, and Food Service; and maintaining congruency between the Academy's mission and all academic programming by managing the development and implementation of education programs for Groves Academy, including the planning and execution of effective academic programs informed by effective evidenced-based literacy practices.

The Director of Learning/Head of School leads Groves Academy in the accomplishment of its unique mission, strategies, and goals of excellence in education, program development, and recognized leadership in learning disabilities and disabilities under the direction of the President and in accordance with the mission and philosophy of the organization. The Director of Learning/Head of School oversees the day-to-day activities our Groves Academy and maintains alignment between the school and the organization mission. They are responsible for all educational areas of Groves Academy and collaborates with other organization departments to ensure school and overall organizational success.

- Collaborates with the President and Leadership Team to effectively develop and implement Groves Learning Organization's mission, policies, strategies, and goals.
- Provides servant leadership to all functional areas of Groves Academy including, Academics, Social/Emotional, Athletics/Extracurricular, Curriculum, Assistive Technology and Food Service.
- Maintains congruency between the Academy's mission and all academic programming by managing the development and implementation of education programs for Groves Academy, including the planning and execution of effective academic programs.
- Promotes positive communication and interaction with students, families and stakeholders.
- Collaborates with the Director of Growth and Enrollment on the admissions processes and procedures of the school, including participating in the information dissemination, and applicant testing, interviewing and decision making process.
- Works with the Advancement Office on the application for and execution of all foundation related grants.
- Supervises the school's social and emotional support systems to promote a healthy culture and safe environment.
- Supervises the programs related to athletics, student activities, and extracurricular opportunities.
- Provides leadership for the development of a systematic plan for continuous school improvement.



Leadership Attributes and Capabilities

The ideal candidate will possess the following...

- Excellent interpersonal, collaboration, listening, and relationship-building skills to effectively work with a diverse group/variety of people and personalities, including developing relationships with community stakeholders: faculty, students, parents, alumni, volunteers, Board members, community members, and staff.
- Strong leadership and management skills; able to function well as part of the organization's leadership team, communicating and interacting proactively and professionally to ensure the organization's operational and strategic needs are being met.
- Demonstrated commitment to diversity, equity, inclusion and belonging through continuous professional development, and modeling inclusive behaviors.
- Comprehensive knowledge of planning, developing and implementing education programs and support services.
- Able to embrace the Mission of Groves Academy and work effectively and collaboratively with the President, Division Directors, and Leadership Team.
- Able to supervise employees, set objectives and work goals and standards, give direction, delegate to, and motivate employees.
- Establish, document and communicate clear performance expectations and standards. Evaluate, discuss and hold employees accountable for job performance and organizational behavior standards.
- Able to perform HR-related functions including hiring and selection, orienting and training, managing performance, disciplinary action and recommending the termination of employees. Able to understand, administer, and comply with HR policies and procedures.
- Able to create and execute strategic plans, set productivity and profitability objectives, develop and manage budget and financial processes company-wide.
- Knowledge of Microsoft applications such as Word, Excel, PowerPoint, and other systems.
- Able to plan, prioritize, coordinate, and manage own work in a fast-paced environment. Able to work unsupervised, make high level decisions independently, and solve problems effectively and creatively.



- Able to assess education program effectiveness and prepare narrative reports.
- Work as an effective and proactive team-player; understands the importance of supporting the organization, students, parents and other employees.
- Excellent interpersonal skills to interact effectively with a variety of people and personalities inside and outside the organization.
- Able to effectively handle interactions at all levels and to respond appropriately in sensitive situations.
- Able to plan, prioritize, coordinate, and manage own work in a fast-paced environment. Able to work unsupervised, make high level decisions independently, and solve problems effectively and creatively.
- Able to display high levels of customer service, responding promptly and thoroughly to the inquiries and needs of individuals both internal and external to the organization, as applicable.
- Understand and maintain confidential nature of student, organization and employee information, including and in accordance to HIPAA regulations.
- Show professional knowledge, proficiency and initiative in achieving goals and meeting standards.

Search Timeline & Application Process

June–August 2024

Submission Window Open

August 2024

Candidate Screenings

September 2024

Semi-Finalists Identified

October 2024

Director of Learning/Head of School identified

July 2025

Director of Learning/Head of School Tenure Begins

Interested candidates should submit a complete dossier to André Withers .

Application Materials Requested:

- Cover letter addressed to the Search Committee
- Resume
- Statement of Educational Leadership Philosophy
- Five professional references with email and phone contact information
- EC Candidate Summary Sheet (provided upon request)

For inquiries, contact

André Withers

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