

UPPER SCHOOL DIRECTOR SEARCH

BENTLEY SCHOOL

Oakland, California

bentleyschool.org

Start Date: July 2025



**BENTLEY
SCHOOL**



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

The Bentley Promise

To pursue academic excellence from Kindergarten to the threshold of college, to cherish potential and, even more, fulfill it; to explore the arts, to love the sciences, and embrace curiosity of all kinds; to teach us all how to think, but not what to think;

To feel the balance of mind and body that comes from companionship on the field of play; to lead when the time is to lead, and learn critical thinking that makes for good, reasoned choices; to celebrate diversity in thought and deed, and be a citizen of the world in all the best senses;

To expect a lot of yourself, but care and cooperate for the good of all; in sum, to feel the enthusiasm and fun that make learning a lifetime pursuit — these are the goals of Bentley School, and the community inside and around it.

At a Glance



Established
1920



Upper School Enrollment
300



Faculty in the Upper School
38



Student-teacher ratio
8:1



Students of color
55%



Financial aid awarded
\$4.1M



Faculty with advanced degrees
71%



Campus size
12 acres
(Upper School campus)

Total K–12 Enrollment: 650
Zip codes represented: 72
Total faculty and staff: 159
Faculty of color K-12: 30%

Students receiving aid: 25%
Annual operating budget: \$30M
Athletic participation: 70%



Overview

Bentley School is a thriving K–12 independent day school located on two beautiful campuses in Oakland and Lafayette, California. The School seeks a dedicated and talented independent school leader who values academic excellence, student life balance, and a strong sense of belonging among all constituencies. Bentley is an inclusive community of 650 students and 150 employees in which a shared vision of transformational learning and respect for the individual is paramount. The next Upper School Director will lead a hard-working, committed group of faculty and staff who value growth and collaboration and 300 college-bound students who evidence on a daily basis their enthusiasm for learning within and beyond the classroom.

Opportunities and Challenges

Reporting directly to the Assistant Head of School and serving as a member of the Senior Administrative team, the Upper School Director oversees and supports key aspects of school life, including, but not limited to: school programs both curricular and co-curricular; hiring, retention, and evaluation of faculty and staff; parent engagement and partnership; admissions outreach; and communications. The Upper School Director embodies and embraces the hallmarks of a Bentley education, where students are encouraged to be inspired learners and leaders. Throughout the School, creative engagement and authentic intellectual work abound. Academically enthusiastic, principled, and vibrant, our students bring their joy for learning, leadership, and sense of self to Bentley every day.

The next Upper School Director will be an experienced, student-centered, and community-oriented educational leader. The Director will join a dynamic division that is celebrated for a deeply committed and energetic faculty who love teaching, genuinely care for their students, and help students engage in their learning. The Upper School faculty and staff appreciate Bentley’s commitment to their professional growth and feel supported in putting forward and exploring new ideas. The key opportunities and challenges for the next Upper School Director include:



Articulate a Shared Vision for the Upper School

The next director will identify and prioritize curricular and pedagogical initiatives for the Upper School, focus energy and attention on those priorities, and inspire a sense of momentum and collaboration among the faculty. Recognizing the abundance of good ideas and possible paths forward, they will clarify and communicate the Upper School's priorities and keep attention focused on agreed upon goals.

Sustain and Prioritize a Balanced Program

The Upper School Director will monitor and manage the natural tension between faculty autonomy and programmatic coherence. Likely areas of focus include balancing whole-child wellness with the pursuit of academic achievement and strong college acceptance outcomes, as well as strengthening curricula in a program rich with AP courses, a week-long Mini-Term, and innovative college-level seminars.

Strengthen Faculty Culture

The next Upper School Director has the exciting opportunity to strengthen new faculty onboarding, orientation, and professional growth. The Upper School faculty appreciates clearly defined standards of professionalism and accountability. Additional opportunities to strengthen faculty culture include implementing transparent systems and processes and clarifying roles and responsibilities.

Work Collaboratively with the K–8 Director

The next director will relish the opportunity to advocate for the Upper School, while remaining open to and supportive of the specific needs of the Lower and Middle Schools. Possessing a growth mindset, they will consider how programmatic alignment and cross-divisional collaboration can be improved through the wisdom of the group.



Qualifications and Personal Attributes

- A proven track record as an Upper School leader in an independent school (or similar level of responsibility), preferably K–12;
- A love of high school students and a desire to engage with great energy, warmth, and humor;
- A deep understanding of developmental challenges and milestones;
- Exceptional interpersonal and communications skills, including the ability to listen carefully and reflectively, speak confidently and persuasively, and write skillfully to the full range of school constituencies;
- The ability to manage an expansive agenda by delegating, appropriately calibrating the pace of change, and identifying the resources required;
- A track record of building a diverse, inclusive, and collaborative organization;
- Strong experience with recruiting, hiring, supporting, and mentoring educators;
- Significant and successful classroom teaching experience and demonstrated success as an effective instructional leader and manager;
- Grounded and fluent in cultural competency, equity, and inclusion work;
- A collaborative spirit combined with a willingness to act decisively;
- Strength in building and maintaining connections and community between colleagues, divisions, parents, and students;
- The ability to manage a range of personalities with strong EQ and emotional bandwidth;
- A sense of humor.

Learn More

Click on the links below to learn more about Bentley School.

[School Website](#)

[School History](#)

[Virtual Campus Tour](#)

[College Matriculation](#)

[About Lafayette, California](#)



To Apply

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position;
- A current résumé;
- A statement of philosophy that addresses both their approach to working with students and faculty;
- A list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

John Faubert

Consultant

john.faubert@carneysandoe.com

Karen Whitaker

Senior Consultant

karen.whitaker@carneysandoe.com

The full-time equivalent salary range for this position is \$175,000-\$225,000. The starting salary is based upon, but not limited to, several factors that include years of experience, education level, and expertise.