

ASSISTANT HEAD OF SCHOOL FOR ACADEMICS SEARCH

PARK TUDOR

Indianapolis, Indiana

parktudor.org

Start Date: July 2025



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission

To create an inspiring college-preparatory learning environment, with exceptional educators and extraordinary opportunities, that prepares and motivates students to become balanced, confident, and resourceful lifelong learners.

Vision

Ignite curiosity • Instill compassion • Inspire courage

At a Glance



Established
1902



Enrollment
992



Total faculty
139



Student-faculty ratio
11:1



Students of color
41%



Faculty with advanced degrees
60%



Financial aid awarded
\$5.2M



Campus size
68 acres

Faculty of color 18%

Average class size: 14

Students receiving aid: 30%

Endowment \$82M

Sports offered: 14

Clubs: 44



Overview

With a rich history dating back to 1902 and widely recognized as one of the premier independent schools in the Midwest, Park Tudor School is a PK-12 school in Indianapolis, Indiana, with a student body of nearly 1,000. The school's students, parents and caregivers, and alumni hold it in high esteem for the exceptional quality of its faculty and its robust academic and co-curricular programs. With a deep commitment to its core values of integrity, intellectual engagement, resourcefulness, respect, and responsibility, Park Tudor prepares students to be successful and compassionate citizens of the world. In 2023, Park Tudor welcomed Chris Front as its Head of School. Chris came to Park Tudor from John Burroughs School in St. Louis, where he served as a history and social studies teacher, college counselor, 11th and 12th-grade principal, and, finally, as its Assistant Head of School for Academics.

Now in his second year as Head of Park Tudor, Chris has identified the need for an Assistant Head of School for Academics, who will be a key thought-partner and collaborator for Chris and the leadership team. The Assistant Head's work will involve close collaboration with individual educators, departmental and divisional faculty, and administrative colleagues to build on the existing strengths of the school's academic and co-curricular programs, empower high quality teaching and learning, and embrace innovative research-based practices to meet the evolving needs of students. This key member of the leadership team will bring to the work a learner's mindset, a positive, collaborative spirit, and expertise built on the foundation of significant teaching experience and previous administrative and supervisory work.



Opportunities and Challenges

Park Tudor has a history of pursuing collective efforts toward sustained excellence. Some of these efforts were derailed during COVID and leadership transitions, but their DNA still lives among the faculty and staff. The Assistant Head of School for Academics will have willing partners in efforts to revitalize professional learning, distributed leadership, and curricular alignment. The following outlines the anticipated work ahead for the new Assistant Head.

Come to understand the school community and develop trusting, collaborative partnerships. Park Tudor identifies itself as a highly relational and caring community. Many members of the administrative team, faculty, and staff have long tenures at the school and have devoted their professional lives to creating and sustaining a top-notch program for Park Tudor students. The Assistant Head for Academics will embrace the opportunity to build authentic, trusting relationships by blending humility with appreciative inquiry to understand the why and how of Park Tudor's current program and culture and to nurture the enormous potential of the talented faculty and staff.

Build curricular cohesion and guide the evolution of Park Tudor's highly regarded academic program. Working closely with the division directors, the Assistant Head for Academics will guide the ongoing refinement of the academic program, clearly defining the curricular pathways and desired learning outcomes from PK through grade 12 to bring greater coherence to the program, with particular attention to the transitions between divisions. Building on that foundation, the Assistant Head will work with the leadership team to support and develop effective pedagogical frameworks to strengthen learning. Sharing a spirit of inquiry, the Assistant Head will encourage innovation and thoughtful experimentation to complement and extend existing programs.

Enhance distributed leadership. Park Tudor Department Chairs and Curriculum Coordinators are poised to take on more leadership and share their expertise to foster curricular cohesion, strengthen pedagogy, and enhance professional learning across divisions. The Assistant Head for Academics will guide these professionals by clarifying and elevating their roles and supporting their agency in refining and improving program and pedagogy.



Participate in the accreditation and strategic planning processes and lead the work that follows.

The Assistant Head for Academics will arrive just as the school launches its ISACS accreditation self-study and will be an essential driver of this work, which will yield important insights into the strengths and aspirations of the school. Additionally, Park Tudor kicked off a new strategic planning process this fall, and the Assistant Head will have an essential role in shaping the action items that emerge from this new framework.

Strengthen professional growth. The Assistant Head for Academics will create consistent systems and protocols for professional growth through goal setting, observations, and timely and relevant feedback for faculty and direct reports. In partnership with division directors, department chairs, and curriculum coordinators, the Assistant Head will clarify the resources available to support continued learning and steward resources to support goals identified in the strategic plan and the ISACS accreditation process. Additionally, the Assistant Head will encourage participation in professional networks at the local and national level to make sure Park Tudor engages with and learns with educators from across the independent school world.

Refine the school’s recruitment, hiring, mentoring, and retention programs and practices for faculty and other members of the professional community. Park Tudor’s faculty and staff – the quality of the group as well as the long-standing tenures of many – are a primary draw for parents and students enrolling in and remaining throughout their PK-12 years. And, while the school has continued to draw and retain a strong professional community, the landscape has become more challenging just as it has for most schools. The Assistant Head for Academics will need to bring fresh eyes and experience as they, in collaboration with the HR team, bring greater definition and intention to the processes and practices related to recruitment, hiring, mentoring, and retention of the school’s greatest asset.



Qualifications and Personal Attributes

The ideal candidate(s) will offer most or all of the following qualifications and qualities:

- Deep appreciation for Park Tudor’s mission, history, and values;
- Significant experience as a classroom teacher, preferably across a range of ages, and as a curricular leader within a multi-division school with a deep knowledge of current best practices in pedagogy and curriculum development;
- A leadership style characterized by investing in deeply collaborative relationships driven by transparency and trust and the ability to coalesce teams and generate organizational progress;
- Systems thinker and project manager – capacity to see the big picture and attend to details with a high level of organizational skill;
- The ability to navigate complexity through effective prioritization, delegation, and systems management;
- Experience developing and implementing systems for recruiting, hiring, retaining, growing, and leading talented, diverse, and mission-aligned teachers and administrative staff;
- Experience leading and managing one or more of the following – a division, academic department, or program;
- Personal and professional commitment to diversity, equity, and inclusion, global citizenship, and intercultural competence and the skill set and mindset to model civil discourse and contribute to developing belonging within a school community;
- Strong interpersonal, written, and verbal communication skills to successfully engage with the full range of school constituencies;
- Ability to make difficult decisions with compassion and appropriate transparency, and;
- The confidence and humility to advocate for and embrace new ideas, invite disagreement, and welcome feedback.

Learn More

Click on the links below to learn more about Park Tudor.

[School Website](#)

[College Matriculation](#)

[School History](#)

[About Indianapolis, Indiana](#)

[Diversity, Equity, and Inclusion](#)



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 educational philosophy;
- 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:

We would appreciate receiving all application materials by October 25.

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