

# ASSISTANT HEAD OF SCHOOL FOR ACADEMICS SEARCH

**STONE RIDGE SCHOOL OF THE SACRED HEART**

Bethesda, Maryland  
stoneridgeschool.org

Start Date: July 2025



**Carney  
Sandoe**  
& ASSOCIATES

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# Mission Statement

Stone Ridge School of the Sacred Heart inspires young women to lead and serve, through lives of purpose that integrate faith, intellect, community, social action, and personal growth in an atmosphere of wise freedom.

## Philosophy

The philosophy of Sacred Heart education is framed by the assumption that education is transformational because students and educators are engaged in learning for the purpose of coming to self-understanding as those loved by God. Such self-understanding is not possible without intentional formation in critical thinking. Committed to educating to a deep respect for intellectual values, Schools of the Sacred Heart develop curricular and student life programs based on educational research and on-going evaluation. The intention is to inspire students both with a life-time long love of learning and a sense of hope.

## At a Glance



Established  
1923



Enrollment  
790



Total faculty  
118



Faculty with  
advanced degrees  
81%



Student/teacher ratio  
6:1



Students of color  
35%



Sacred Heart global  
network  
41 countries



Sacred Heart schools  
150



Annual operating budget  
\$37 million



Endowment  
\$38 million



Financial aid awarded  
\$4.7 million



Students receiving aid  
33%



## Overview

Stone Ridge School of the Sacred Heart, located on a beautiful 35-acre campus just outside of Washington, DC in Bethesda, Maryland, is seeking an Assistant Head of School for Academics effective July 1, 2025. As Stone Ridge moves into the next phase of its ambitious strategic plan—one that aspires to deliver the finest Catholic independent education in an era of changing pedagogies and emerging trends—the Assistant Head of School for Academics will play a leadership role in continuing to knit together, across grade levels, divisions, and disciplines, the values of a Sacred Heart education and the Stone Ridge educational philosophy and program.

A member of the international Network of Sacred Heart Schools, Stone Ridge is a Catholic, independent, college preparatory school for girls in Grades 1-12, with a coeducational Early Childhood Program, Pre-Kindergarten, and Kindergarten and an overall enrollment of 790 students. Having recently completed its reaccreditation with the Association of Independent Maryland and DC Schools, Stone Ridge is shifting its focus to the next phase of its strategic plan and envisioning an Assistant Head of School role that centers more explicitly on curriculum and instruction and their alignment across the breadth of its program.

As such, the Assistant Head of School for Academics will maintain and enhance the integration and alignment of the Kindergarten-Grade 12 curriculum, consistent with Stone Ridge's Catholic identity and Sacred Heart philosophy; serve as an expert leader in curriculum design and instruction and oversee the daily management of the academic program, in partnership with division heads; and chair the Academic Leadership Team, organizing and directing the team's work and collaboration. The Assistant Head of School for Academics will work closely with the division heads, academic department chairs, and learning strategists in the ongoing development of curriculum and programs consistent with Stone Ridge's rigorous academic environment and emerging trends in education.



Stone Ridge, which celebrated its Centennial in the 2022-2023 school year, grounds its program in the Five Goals of Sacred Heart Education: A personal and active faith in God, a deep respect for intellectual values, a social awareness that impels to action, the building of community as a Christian value, and personal growth in an atmosphere of wise freedom. Stone Ridge draws strength and purpose from a history that continues to animate the institution today while it embraces curiosity, creativity, innovation, and emerging trends. The Assistant Head of School for Academics position should be particularly attractive for a talented educational leader with deep experience in planning and organizing teaching and learning across grade levels who recognizes the power of educating girls and young women in an environment shaped by the Catholic identity and Sacred Heart philosophy of Stone Ridge.

## Qualifications and Personal Attributes

Stone Ridge is seeking an expert leader in curriculum design and instruction who will maintain and enhance the integration and alignment of its Kindergarten-Grade 12 curriculum and, in partnership with division heads, oversee the daily management of the academic program. In working toward curriculum-focused goals, the Assistant Head of School for Academics will support faculty and staff in ongoing professional growth, implement strategic planning initiatives and participate in the evolution and modification of objectives, and demonstrate an agility of thought and approach as desired outcomes change.

The ideal candidate will be knowledgeable about current research and best practices in all-girls' educational environments and about the Understanding by Design framework, as well as other experiential, inquiry-based, and design-thinking pedagogies. Approaching this important work in a manner that is collaborative, creative, and highly organized, the ideal candidate will also have a growth mindset and commitment to ongoing professional development.



The strongest candidates will offer most or all of the following qualifications and qualities:

- Prior leadership experience in a Catholic school and/or deep knowledge of Catholicism, the Catholic community, the Archdiocese of Washington, and Sacred Heart education.
- Demonstrated understanding of and commitment to the Stone Ridge mission, including its values around diversity, equity, and inclusion.
- Demonstrated cultural competence and experience designing pedagogy and curriculum from a framework of cultural sensitivity and understanding.
- A commitment to understanding and ongoing learning around evolving trends in education, including research in neurodiversity, mental health, and artificial intelligence.
- Demonstrated experience evaluating, supervising, and supporting a diverse faculty with an ability to coach and mentor faculty at all stages of their careers.
- Meaningful teaching experience(s) in K-12 schools, particularly Catholic schools.
- Excellent writing, editing, and communication skills.
- Demonstrated ability to think strategically as part of a school's Administrative Team, particularly around the advancement of curriculum initiatives in alignment with broader institutional goals.
- Strong organizational, analytical, and project-management abilities.
- Excellent interpersonal skills, including the ability to interact with various stakeholders.
- An advanced degree in a related field.
- Experience in an all-girls' school is preferred, though not required.

# Learn More

Click on the links below to learn more about Stone Ridge.

[School Website](#)

[School Profile](#)

[School Philosophy](#)

[About Bethesda, Maryland](#)

[Strategic Plan](#)

## To Apply

Stone Ridge is partnering with Carney, Sandoe & Associates in the search for the Assistant Head of School for Academics. Candidates are invited to contact the CS&A consultants, below, in confidence, and to direct all inquiries and materials to them. Please do not contact the school directly.

Interested and qualified candidates are asked to submit the following materials as **separate PDF documents**:

- A cover letter expressing their interest in and preparation for this particular position. The cover letter should explain how the candidates' background and experiences have prepared them for this opportunity, aligning experiences and skills with Stone Ridge's mission and aspirations for the Assistant Head of School position.
- A current resume.

As the process moves forward, selected candidates may be asked to submit:

- Writing samples specific to this search.
- A list of five professional references with name, relationship, phone number, and email address (references will not be contacted without the candidate's permission).

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*The salary range for this position is between \$160,000 and \$200,000, depending on experience. Stone Ridge offers competitive benefits, including health, dental, and vision insurances; generous vacation, holiday, and sick time; 403(b) contribution; long and short-term disability; and life insurance.*