



Opportunity Statement

Associate Dean of Upper School

Named in honor of Louise Thaden, a pioneering aviator from Bentonville, [Thaden School](#) opened in the fall of 2017 with just 50 students in Grades 7 and 9. With its well-resourced tuition assistance program, the School has grown steadily, and enrollment exceeds 300 students in Grades 6 to 12 in the 2022-23 academic year. Designed by a world-class team of architects, the School's 30-acre campus in downtown Bentonville will support as many as 525 students in Grades 6 to 12.

The Position

Reporting to the Associate Head of School for Academics, the associate dean will work on a variety of curricular and co-curricular matters, including but not limited to:

- Teaching two courses and intensives.
- Serving as an administrative contact for students and parents regarding both curricular and co-curricular matters.
- Leading grade-level teams on student support in partnership with the learning specialist, school counselor, and other members of the administration.
- Facilitating the development of faculty members by:
 - o Providing teachers with resources, tools, and information to support classroom instruction.
 - o Working with the leadership team to develop professional development opportunities.
- Managing grade level team, developing the advisory program and schedule, leading division meetings and facilitating student supervision.
- Supporting the development and management of other co-curricular programs and activities, including lunch, social events, class trips, and retreats.
- Developing and implementing policies and practices regarding student discipline, including the administration of disciplinary proceedings and being an active participant in the behavioral assessment safety team.
- Engaging in the admissions process by reviewing applicant files, participating in the admissions review committee, and helping new students transition into the school.
- Additional duties as necessary to lead and manage the school in a manner consistent with its mission and academic standards.

Experience and Qualifications

- Passion for supporting students' socio-emotional and academic growth.
- Excellent judgment and discretion in handling urgent and sensitive matters.
- Knowledge of best practices in course design, teaching, and standards-based grading.
- Demonstrated ability to work effectively within a diverse school community.
- Ability to work in a challenging, fast-paced environment that requires versatility, adaptability, resourcefulness, and attention to detail.
- Excellent communication (written and oral) and interpersonal skills.
- Bachelor's degree in a relevant discipline; graduate degree(s) preferred, but not required.

Physical Requirements

- Job frequently requires standing, walking, and handling objects with hands.
- Job occasionally requires reaching, climbing, stooping, kneeling, pushing, pulling, and lifting up to 25 pounds.

Wage Classification

Based on the duties and requirements above, this position will be paid as a salaried exempt employee.

Applications

Please submit your application materials through our online portal for [Thaden School Job Opportunities](#). Applications should include a cover letter and resume. Thaden is an equal opportunity employer and complies with all federal, state, and local laws that prohibit discrimination in employment because of race, color, national origin, citizenship, age (18 or older), religion, disability, marital status, veteran status, and sexual orientation. Applications by members of all underrepresented groups, including women and people of color, are encouraged.

Compensation will be competitive within the independent school sector. All offers of employment are contingent upon successful completion of a criminal background check.

About the School

A non-sectarian independent school under the direction of its own board, Thaden School offers a challenging and innovative educational program that ignites in students a passion for discovery and

learning, prepares them to succeed in college, and inspires them to lead lives of integrity, purpose, and responsible global citizenship.

At the core of the School's mission is a commitment to balance that takes many forms: a curriculum that integrates the sciences and the humanities; indoor and outdoor teaching spaces where sustainability is a tangible part of the lesson; hands-on programs for civic engagement; athletics and physical education programs that build confidence and character through competition and meaningful participation; and a diverse faculty and staff that empower students to think deeply and expansively about their potential and place in the world. The School's robust Indexed Tuition program supports the creation of a balanced learning community where students of many perspectives, talents, and interests learn and grow stronger together.

Located on a 30-acre campus in downtown Bentonville, the School is walking distance from the town square, Brightwater Culinary Institute, The Momentary, and a variety of other educational resources. The School also engaged a world-class team of architects to design an enduring and innovative campus that sparks curiosity, inspires creativity, and invites reflection. The principal designer, Marlon Blackwell, is the 2020 recipient of the American Institute of Architects' Gold Medal, the Institute's highest honor. The School's first permanent buildings opened in the fall of 2019, and the campus master plan was completed in the fall of 2021.

The School's [website](#) features additional information regarding its mission, educational programs, and faculty and staff.