

Head of School Candidates

Rivendell School in Arlington, Virginia, is seeking candidates for Head of School. Please see attached document for more information about our school and the description of this position. Interested candidates should submit a resume and cover letter to the Head of School Search Committee at the following email address:

headofschoolsearch@rivendellschool.net

Rivendell School
2410 N. Kensington Street
Arlington, VA 22205
rivendellschool.net | 703.532.1200



ABOUT US



"Rivendell was the perfect house, whether you liked food or storytelling or singing, or just sitting and thinking best, or a pleasant mixture of them all. Merely to be there was a cure for weariness, fear and sadness." – JRR Tolkien

The name of our school comes from Tolkien's series of fantasy novels, *The Lord of the Rings*. Rivendell was called the "last homely house" – a temporary home with hallowed halls and a redemptive purpose – before the greater challenges began. We see ourselves as just such a haven – a place to engage minds and hearts, and a community full of adventurers. Since our beginnings in 1989, we have sought to tap into the best traditions of Christ-centered education without being tied to just one. Thus, you will find us drawing from Charlotte Mason, the classics (we study Latin, for example), popular historians, and world changers like William Wilberforce. Rivendell School is rich with interactive learning: field trips, science labs, historical simulations, and Shakespeare festivals, to name a few. Because we are located near the nation's capital, we make extensive use of the many opportunities it offers. We believe we are an exciting alternative to commonplace education. We are rigorous but not ruthless. We desire for each student to be "known;" thus, we are intentionally small in order to nurture deeper connections. In our view, a well-trained mind and a virtuous heart prepare a student to understand and successfully engage our world. To this end, a Rivendell education includes the pursuit of academic challenge as well as the nurturing of godly character. In partnership with parents, we seek to equip students to become "an instrument for noble purposes . . . useful to the Master and prepared for every good work." – II Timothy 2:21

What Makes Us Special?

Just ask our alumni who regularly come back to check in, recharge, and share their continuing stories with us. Just ask our faculty who continually refine their curriculum and classroom activities as fellow learners, and who demonstrate the joy of engaging in new skills. Just ask our parents who thrive on the involvement, the energy, and collaboration they get to witness and be a part of AND just ask our students. They will tell you that Rivendell is a special place where they are challenged, inspired, loved, and known.

And consider our Distinctives:

- **BIBLICAL WORLD VIEW**
The conviction that all truth comes from God and that all areas of Rivendell's school life are to be understood in light of the Bible.
- **INTEGRAL CURRICULUM**
The full range of academic subjects presented in thematic units of study, reflecting the wholeness of God's created order.
- **CHARACTER DEVELOPMENT**
An emphasis on the development of character qualities through biblical reflection, role modeling, and opportunities for meaningful service to others in need.
- **MULTI-FACETED TEACHING APPROACH**
Incorporating lectures for acquiring organized information, coaching to develop academic skills, seminar discussions to enlarge the grasp of ideas and values, and hands-on experiences to gain the concrete understanding needed to progress to abstract reasoning.
- **BEING KNOWN**
A supportive, relational environment of small classes in which each child is known and is encouraged to exercise healthy habits of heart and mind.
- **REQUIRED PARENTAL INVOLVEMENT**
Parents who are part of their children's community of learning and who assume a high level of involvement in their children's education.

Finally consider our theme: "Helping Children explore God's world and discover their place in it." Check out our website (www.rivendellschool.net). Come visit and see for yourself. Come join the adventure in this sweet and joy-filled "homely house."

Helping Children explore God's world and discover their place in it.

Rivendell School: Head of School Position



Rivendell School, a Christ-centered, K-8 school located in Arlington, VA, is currently accepting applications for a Head of School. The ideal candidate must be a follower of Jesus and have 5-10 years' experience in an academic (possibly nonprofit) environment with administrative and teaching experience. A background in managing school finances is helpful but not essential. As Head of School, this individual will exercise a spirit of collaboration, integrity, humility, and mission in her/his leadership, modeling the spiritual gifts of wisdom and compassion in all interactions. The candidate will be willing to sign our affirmation of faith and statement of educational basis ([see here](#)).

Vision and Mission

- Working closely with the Board of Trustees, articulate Rivendell's spiritual and academic vision to the community of parents, faculty, and students through regular communication, forums, and daily involvement in school activities
- Train up each generation of teachers, staff, parents, and students in the vision of a Christ-centered pursuit of academic excellence, character formation, and relational maturity
- Equip and encourage faculty in the implementation of a Christ-centered education through mentorship, seminars, and individual support
- Train trustees and parents in Rivendell's distinctives through annual leadership retreat, town meetings, vision nights, and the school's annual theme

Academics

- Guide faculty in classroom best practices and facilitate individual classes as needed to support curriculum and class management modalities
- Hire, develop, and support faculty and staff
- Identify academic goals throughout the school and review teaching staff accordingly
- Working with Assistant Head for Academics, assess needed curricular changes and work with faculty liaisons regarding such changes
- Partner with teachers and Board to encourage student academic achievement

Relational

- Model the characteristics of an accessible and godly leader through frequent connection with students, teachers, and parents
- Help Rivendell constituents maintain growth-minded and conciliatory relationships, demonstrating patience, flexibility, and mercy – especially towards those in disagreement
- In collaboration with the Board, Assistant Head for Administration and Communications, and Assistant Head for Academics, spearhead efforts to implement the school's mission

Operational Responsibilities

- Guide school-wide liaison endeavors (in concert with Assistant Head for Administration and Communications) regarding admissions, community relations, and over-all communications with constituents
- Oversee (with Board and building manager) financial accountability for budget, building maintenance, and annual expenditures
- Serve as "front line" for immediate or urgent operational decisions
- Ensure a safe learning environment
- Maintain state and county accountability standards for Certificate of Occupancy, fire code requirements, and illness protocols such as with COVID-19
- Oversee weekly assembly, leadership retreats, and faculty workshops

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