Director of the Arts

Founded in 1959, Christ Church Episcopal School (CCES) is an independent college-preparatory school in Greenville, South Carolina, with an enrollment of 1,100 students in primer (kindergarten) through grade twelve. As an Episcopal school, CCES is committed to developing the full range of students’ abilities and interests: intellectual, artistic, athletic, spiritual, and the critical character traits that ensures a fulfilling life. As part of the CCES academic continuum, the Lower School serves students through grade 4 and creates a foundation for academic and social–emotional growth in an engaging and nurturing environment. The International Baccalaureate Primary Years Program is central to the overall curriculum framework to facilitate inquiry–based learning and cultivate interdisciplinary connections.

The arts program is flourishing. The Hartness Performing Arts Center is a state-of-the-art facility that includes a 524-seat theatre with an orchestra pit, scene shop, and dressing facilities; several large classrooms; rehearsal, band, orchestra and drums spaces; and a large lobby for pre-show functions. The visual arts program offers a variety of experiences and courses for students Primer -12 with dedicated classroom and studio spaces for ceramics, sculpture, photography, and mixed media. Talented faculty and students produce and perform high quality plays, musicals, concerts, and visual media exhibits each year.

Position Description
A dynamic and innovative educator with a passion for teaching and learning, the Director of the Arts will report to the Associate Head of School and will be an integral part of the leadership team that supports the successful day-to-day operations of the school. The Director of the Arts will oversee the performing and visual arts in grades Primer-12 and serve as a resource for the greater Christ Church community.

Leadership
- Provide a vision for the performing and visual arts at Christ CCES
- Develop strategic direction for the arts department and carry out long-range and short-range plans
- Create robust community partnerships to promote the performing and visual arts internally and externally to ensure a robust and positive experience for all students
- Lead and supervise part-time and full-time faculty and staff that serve the arts
- Encourage the growth of faculty members by actively leading, seeking, promoting, and participating in professional development opportunities
- Coordinate observations with faculty members to foster powerful and purposeful conversations around professional goals as part of the CCES professional growth process
- Assist in the search, interview, and hiring of candidates for arts faculty positions
- Oversee scheduling and effectiveness of private lesson providers
- Oversee space use, arts calendar, and all logistics related to the arts
- Provide leadership to the Arts Guild
- Manage the arts budget
- Serve as a role model in all aspects of professionalism, time-sensitive deadlines, self-evaluation, scholarship, and effective pedagogy
- Commitment to fostering a diverse and inclusive learning environment
Communication
- Communicate, facilitate and mediate arts procedures, expectations and conflicts among students, parents and faculty
- Promote and publicize arts related events and opportunities to the school community on a regular basis
- Partner with faculty and the advancement office to secure artists for presentations and partnership
- Attend arts, division, and school-wide meetings and events to foster a culture of engagement with staff, families, and community
- Recommend changes in policies, practices, or procedures for continuous improvement
- Meet with students, parents, and faculty to answer questions, monitor and discern concerns, and advise on available resources and support systems

Curriculum & Instruction
- Work closely with the arts department chair and division leadership on instructional and programmatic needs
- Collaborate with arts department chair to oversee all department instructional offerings to include core courses and electives
- Work with arts faculty to offer students a variety of opportunities to showcase their work both internally and externally
- Partner with the leadership team to create a master schedule to create a robust student experience while keeping direct instruction as the focus
- Serve as a leader for curriculum review, discussion, and/or modification of the art’s teaching and learning frameworks through the implementation of vertical, cross-division teams
- Oversee the review and selection of instructional resources in conjunction with grade level and cross-division team members
- Collect and review subject area pacing guides
- Work with leadership team and faculty on student placement
- Lead selection and review of formative and summative assessment methods and reflection and the impact on student growth and instructional improvement
- Provide resources, direct assistance, coaching, and training to enable faculty to better meet the needs of all learners

Essential Qualifications and Skills
- Degree in performing and/or visual arts with an advanced degree preferred
- Substantial experience in the arts and arts leadership
- Leadership and/or teaching experience in an independent school setting desirable
- Knowledge of, and experience in, developing arts programming in the areas of fine arts, music, theatre, and dance
- Demonstrated ability to implement and evaluate an effective, high-functioning arts program
- Demonstrated understanding of the developmental needs of students
- Excellent communication and collaboration skills; tact in dealing with parents, faculty, staff and students
- Ability to exercise good judgment and comply with school standards; demonstrate tact and flexibility through a collaborative leadership style.
- Commitment to modeling the mission and values of Christ Church Episcopal School
- Ability to make and implement difficult decisions
- Experience with technology and social media as communication tools
- Ability to communicate clearly and effectively, verbally and in writing

The salary is competitive with a generous benefits package. To apply, send a cover letter, resume, and references to Dr. Angela Allen, Associate Head of School, at allena@cces.org.