

DIRECTOR OF COLLEGE COUNSELING

ST. CHRISTOPHER'S SCHOOL

Richmond, Virginia

stchristophers.com

Start Date: July 2023



St. Christopher's School

Educating Boys For Life



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

St. Christopher's School knows, loves, and celebrates boys, promotes their pursuit of excellence, and prepares them for lives of honor and integrity, service, and leadership.

At a Glance



Established
1911



Upper School Enrollment:
376



Financial aid awarded
\$3.7 million



Campus Size
48 acres



Student-teacher ratio
5:1



Total Faculty
133

Total students: 1,001

Number of seniors: approximately 90

Students of color: 16%

Students receiving aid: 25%

Student retention: 97.4%

Average class size: 17

Zip codes represented: 52

Endowment: \$68M

Annual operating budget (2021-22): \$35M

Alumni who support the annual fund: 45%

Distinct course offerings: 150

Advanced placement courses: 24

Performing Arts groups: 21

Athletic teams: 49

Percentage of students who play a sport in college: 30%

Colleges that visited St. Christopher's in 2021-22: 165



Overview

For over a century, St. Christopher's School has served the Richmond, Virginia, community as the premier college preparatory school for young men. Enrolling approximately 1,000 boys in Grades JK-12, St. Christopher's is committed to cultivating a school community that is diverse, inclusive, and welcoming and prides itself on bringing out the best in every boy. The School's Episcopal foundation is at the center of all it does, and developing young men who possess honor and integrity is the School's highest priority. St. Christopher's is a committed global leader, offering exemplary academic and extracurricular programs to help boys develop the character, wisdom, and life skills required to succeed in college and to make a positive impact as leaders in a rapidly changing world. The faculty and staff care deeply about each boy, setting high standards for achievement while providing care and support. Their commitment extends beyond the school day and beyond the school campus into the community.

Founded in 1911 by The Reverend Dr. Churchill Gibson Chamberlayne as the Chamberlayne School for Boys, the School changed its name to St. Christopher's School in 1920 after its purchase by the Episcopal Diocese of Virginia. While St. Christopher's has seen significant growth and advancements since its inception, the School continues to honor its founding principles: honor and integrity; rigorous academics; and service to others. St. Christopher's currently operates from a position of enviable strength: enrollment is at optimum capacity; the talented faculty and staff are committed to the School's mission; and the School has recently further enhanced the picturesque campus with the addition of an impressive new Arts Center. St. Christopher's continues to look towards the future with creativity and optimism as it implements the current Strategic Plan, Momentum 2025, focused on four priorities to forge an even brighter future:

1. Improving the Student Experience: Educating Boys for Life;
2. Empowering Our People: Investing in Our Faculty and Staff;
3. Strengthening Our Community: Creating a More Diverse St. Christopher's;
4. Stewarding Our Resources: Ensuring Affordability and Sustainability.



St. Christopher's success as a school has been rooted in its exceptional understanding of boys and their particular strengths and needs. Faculty and staff at St. Christopher's fully understand the ways in which boys' intellectual, emotional, spiritual, and social development are unique and offer a holistic educational experience tailored to those exceptionalities. Teachers are dedicated to developing and promoting best practices for engaging and teaching boys through research, professional development, and programming. Across all grades and divisions and through the School's innovative research center, the [Center for the Study of Boys](#), faculty and staff at St. Christopher's come to more fully understand the ways in which boys learn and grow. The Center's programming and professional development support both parents and teachers (as well as other educators), delivering important developmental guidance and best instructional practices in support of the School's students.

Faculty and parents describe the School as family-oriented and relational; well-equipped to teach, support, and care for boys; supported by a deeply-rooted honor system and commitment to developing character; with a fun, open, and trusting culture. Students appreciate the tight-knit community, close relationships they share with teachers, palpable school spirit, and opportunity to grow as leaders.

In the Upper School, students participate in classes and activities with young women from neighboring St. Catherine's School; the schools also share arts and athletics facilities and collaborate on events and programs. While maintaining their distinctive cultures, St. Christopher's and St. Catherine's enjoy a unique and [compelling partnership](#). Upper School students enroll in classes on both campuses, and throughout the day a shuttle runs continuously between campuses. Faculty and staff enjoy a generous tuition remission benefit for sons enrolled at St. Christopher's or daughters enrolled at St. Catherine's. St. Christopher's owns more than two dozen homes contiguous to campus that a number of teachers and administrators have the opportunity to call home.

Richmond, Virginia

One of America's oldest cities and the Virginia state capital, Richmond surprises unfamiliar visitors with a vibrant food, music, and cultural scene and large-city amenities blended with history and charm. Symphony, opera, ballet, and theater complement multiple museums as well as four universities and the expansive James River Park. A moderate four-season climate, modest cost of living, and a location proximate to beach, mountains, and Washington, DC (all 2 hours) make the city and its suburbs increasingly appealing to both families and young professionals.



The Position

With the retirement of Jim Jump, who has led the School's college counseling program for three decades, St. Christopher's seeks candidates with deep knowledge of the college process and familiarity with all aspects of college admission, ideally with some experience on "both sides of the desk." The size of the senior class averages 90-95, and traditionally the college counseling process has formally begun in the spring of the junior year. In addition to the Director, the office includes an experienced associate director, a part-time college counselor, and an administrative assistant/office manager. St. Christopher's seeks applicants who connect with students easily and will involve themselves in the life of the School. Strong candidates will be those in whom colleagues and parents find confidence, charisma, and authenticity. While assuming oversight of a well-run and respected program, the new Director will continue to evolve the structure of the program and the approach to best meet the needs of the boys and their parents while working closely with Upper School colleagues and the college counseling team at St. Catherine's. The Director is an integral part of the School's senior administrative team and serves as a key voice in the Upper School for curriculum, program, and the student experience.

Opportunities and Challenges

The priorities, challenges, and opportunities ahead include:

- Supporting student exploration of an increasingly broad range of colleges, in geography, size, and type;
- Refining the current college counseling program in a way that merges evolving best practices in college counseling with St. Christopher's mission, educational philosophy, and student and parent aspirations;
- Developing meaningful relationships and partnerships with faculty colleagues in order to best serve the students and to better understand their unique interests and passions;
- Continuing to streamline office processes to make full use of technology and digital information;
- Partnering with college admissions professionals in ongoing student and parent education;
- Evolving the balanced approach to working with parents, continuing a philosophy of student ownership of the search and application process while offering critical support and guidance to parents;
- Ensuring that the college counseling office remains an integral part of Upper School life;
- Evaluating programming and opportunities for students and their parents to engage in the college counseling process in developmentally-appropriate ways before the formal process launches in students' junior years.



Professional Qualifications and Personal Attributes

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

- Deep appreciation and affection for the joys of working with boys with energy, warmth, and humor;
- Commitment to building strong, individualized relationships with students and their families;
- Significant experience in selective college admission and / or independent school college counseling;
- A well developed, personal network in the college counseling and college admissions field;
- The ability to articulate vision and strategy and the tactical skills necessary to deftly manage the systems and processes necessary to implement strategy;
- Strong interpersonal skills and a style built on approachability, responsiveness, and transparent, intentional communication;
- Excellent communication skills, especially engaging public speaking, close listening, and clear and dynamic writing abilities;
- Personal and professional commitment to diversity, equity, and inclusion work and a commitment to examining the college counseling office's systems and processes through an equity lens;
- Commitment to ongoing learning and professional growth;
- A playful spirit, optimistic outlook, and sense of humor.

Learn More

Click on the links below to learn more about St. Christopher's School.

[School Website](#)

[Diversity and Inclusion Statement](#)

[Core Beliefs](#)

[College Matriculation](#)

[Teaching Excellence](#)

[Virtual Campus Tour](#)

[School History](#)

[Employee Benefits](#)

[Strategic Plan](#)



To Apply

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates are invited to submit the following materials as separate PDF documents:

- A cover letter tailored to express interest in this position;
- A current and comprehensive résumé of no more than 4 pages.

Selected candidates may also be asked to provide:

- Writing samples: two redacted letters of recommendation written about former or current students and another sample of a communication piece directed at parents or community;
- 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).

Materials should be sent to:

Ben Bolte

Senior Search Consultant
bbolte@carneysandoe.com

Marsha Little

Search Consultant
marsha.little@carneysandoe.com