

Opening for Director of Community and Inclusion

Officially begins July 1, 2021



Dallas, TX

www.ursulinedallas.org

Ursuline Academy, located in Dallas, Texas, has announced its search for a Director of Community and Inclusion to officially begin July 1, 2021, with the potential for transitioning full-time as early as June. Founded in 1874, Ursuline Academy is an independent Catholic college preparatory school for young women with a total enrollment of approximately 850 in grades 9 through 12. It is accredited by the Independent Schools Association of the Southwest, with membership in a number of other professional organizations including the National Association of Independent Schools, National Coalition of Girls' Schools, National Catholic Education Association, Online School for Girls, Texas Association of Private and Parochial Schools, Council for Advancement and Support of Education, Secondary Schools Admission Test Board, and Ursuline Educational Network.

Working with the Principal and her leadership team, the Director will oversee the school's efforts in community and inclusion. The Director will participate in faculty recruitment, development, and retention, as well as student recruitment and retention, curriculum development, and student life. Since 2016, Ursuline has engaged in work to support community and inclusion across many facets, and the Director will coordinate the multiple works in progress as well as recommend new directions for strengthening community and inclusion at Ursuline in a manner consistent with the Ursuline mission and core values. The Director will have key responsibilities in critical areas of school life, including supporting the School's Mission and Strategic Roadmap, serving in a leadership capacity as an administrator, supporting faculty and students, collaborating with all other school administrative offices and programs, staying current on research and best practices for community and inclusion in schools, and other duties as directed by the Principal. The Director will continue to move the Ursuline community forward by expanding the School's strategic focus on creating a culture in which every member has a voice, feels respected and valued, and knows that they belong.

Successful experience in the field of diversity, equity and inclusion, an ability to develop collaborative relationships with the school's constituencies, familiarity with independent school culture, an understanding and appreciation of the principles of Catholic social teaching, and superior skills in communication are key for the new Director of Community and Inclusion. It is also essential that s/he be knowledgeable in current research, trends and practice in community, diversity, inclusion, and multicultural affairs.

[Read Position Description](#)

Applications may be submitted now through February 15, 2021. Interested applicants should download the Employment Application, Background Check, and Pre-Employment Affidavit forms from www.ursulinedallas.org/about/careers and email the completed forms along with a letter of interest, résumé, and a list of five (5) references with all contact information to karen@educationgroup.com. The Pre-Employment Affidavit must be notarized; Ursuline can assist with this as needed. For further information about the position and application procedures, please contact the school's search consultant at the address below.

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