



Head of School Search

INCARNATION ACADEMY

START DATE: AS SOON AS THE RIGHT PERSON IS FOUND



The
Education
Group

Mission Statement

Incarnation Academy, a ministry of Church of the Incarnation, is dedicated to providing a loving and stimulating environment in which young children can learn and develop. Our program is designed to give children developmentally appropriate learning activities that challenge them to reach their full potential. The child's spiritual, intellectual, social, emotional, physical and aesthetic growth are fostered through activities that meet the highest standards of early childhood education.



Our Philosophy

At Incarnation Academy we believe that early childhood is a crucial time to develop skills that children will carry with them into the future to be successful students in school and in life. Our goal at Incarnation Academy is to provide a child-centered academic and developmentally appropriate approach to learning. We strive to provide a safe, engaging, collaborative and creative atmosphere for growth and development. Our school is set within the faith of the Christian Church as expressed in the Episcopal tradition and as practiced at the Church of the Incarnation.

What we Believe

Early childhood is a crucial time for children to develop the skills that they need to be successful students in school and life. Our goal is to provide a **child-centered academic and developmentally appropriate approach to learning**, within a safe, engaging, collaborative and creative atmosphere for growth.



Our School

Incarnation Academy (IA) is a ministry of the Church of the Incarnation, located on McKinney Avenue in Dallas, Texas. IA is a private, nonprofit, coeducational school serving students ages 12 months to kindergarten. Enrollment averages from 200 to 230 students with 35 -45 faculty members. The church and school are thriving and on sound financial footing. The IA family is a vibrant, welcoming, close-knit community with active parent volunteers who assist with fundraising, campus improvement, and general community-building events.



The Program

As part of the ministry of the Church of the Incarnation, the School strives to live and to teach with an Episcopal identity, which includes an age-appropriate Chapel, inclusivity, and exemplary education. The curriculum is primarily play-based, valuing appropriate developmental academic readiness while also nurturing and encouraging creativity, curiosity, and social-emotional development. Being a mission-driven, culturally sensitive community, AI encourages spiritual, intellectual, emotional, physical, and social development in children.

[Curriculum & Classes - Incarnation Academy](#)

[Tuition & Fees - Incarnation Academy](#)



The Position

In its search for a Head of School, Incarnation Academy seeks an experienced and confident administrator who will fulfill the mission of this Christian-centered school and engage enthusiastically, communicating clearly with all school constituencies. The Head must possess a high emotional intelligence and be able to listen, calm, assure, and inspire the school community. The Head must be an energetic professional who will have high visibility at school and school events. The Head of School will assume office as soon as the right person is found, no later than July 1, 2026. The full-time, year-round Head of School is responsible for administering the school program, including faculty and staff, curriculum, enrollment, and student safety and development. She/he oversees the day-to-day operation of the school, including maintaining a harmonious, supportive, and efficient work environment. The new Head of School will lead an extraordinary educational community that is highly regarded and respected by the Dallas community. The complete job description can be found by [clicking HERE](#).

Other Desired Professional Qualities

- Bachelor's degree required; Master's in Early Childhood Education, Educational Leadership, Child Development, or a related field strongly preferred.
- Minimum 5 years of experience in early childhood education with at least 3 years in a leadership role.
- Demonstrated success in team leadership, staff supervision, and community engagement.
- Deep understanding of child development and early learning best practices.
- Strong commitment to Christian values and the ability to bring them to life in a developmentally appropriate and inclusive way.
- Excellent interpersonal, communication, and organizational skills.
- CPR/First Aid and Director Licensing Certification (or eligibility to obtain).



How to Apply

Interested candidates should provide a résumé, cover letter highlighting their interest in and fit for the position, a statement of educational philosophy, and a list of four (4) professional references with contact information, as a single attachment, to Marci McLean.

Candidates will be evaluated as received.

Search Consultant



MARCI MCLEAN

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