

## Attributes Necessary for the New Head

QMS Annual All Staff Retreat  
September 3, 2009 – Arbutus Ridge

### First Priorities:

- Excellent interpersonal skills – accessible, personable, genuine, unpretentious, articulate, collaborative, teambuilder
- Achieving strategic plan goals - \*visionary\* (x3) - can delegate, create community – loyalty/cooperation, combining past, present & future, approachable – people skills, positive feedback, positive parent relations
- Charismatic leader – well spoken, passionate educator
- Positive staff/student relationship building
- Willing to commit to ‘10+’ years (x2)
- Financial Stability – to consider resource development strategies - with experience in non profit fund raising specific to education, successfully operated similar size budget or larger
- Positive parent relationship builder
- Academic background (knows the field) & boarding school experience
- Personal (heart) – charismatic, genuine, articulate, team building, culturally sensitive, openness, community, inspiring speaker
- Someone who can balance the organizational/management aspects of the school along with the ability to develop meaningful relationships with students and faculty/staff
- Vision – keeper of the school’s vision, looks to the future, young enough to have a vision but old enough to bring knowledge and experience, promote a culture of success!
- Extensive (people) management and business (financial) experience

### Second Priorities:

- Effective goal-oriented leadership – collaborative, teambuilding reputation
- Student success – big picture & small details, creating a good team environment, staying passionate, life-long learner/teacher, an educator who is a role model for staff & students. Staying current with research and the field
- Visionary – broad thinker
- Vision of the long term direction of QMS
- Being familiar with working in a boarding school environment (x 2)
- Student retention – continue to promote the quality of the school – life style, recreation, educational leadership – to consider utilizing the Equestrian Program to promote QMS (ie Equestrian industry), choose a Head that will recognize the significance of the Equestrian Program and what it brings to the school

- Retention of faculty/staff
  - Someone who stays true to QMS vision and traditions with long term commitment
  - Education – diversity, school traditions, progressive, research, reading, S.S.
  - Visionary – need to understand the core values, history, and traditions of the school and the ability to incorporate the above to maintain the current momentum/progress (no abrupt changes to school direction and culture)
  - Relationship building – communication skills – relates to everyone, grounded in community, understands the importance of developing and maintaining community relationships and ties, skilled in bringing diverse groups together to benefit the school community, recognize the important role of tradition through keeping close ties with alum (former staff and students)
- LOVE THE SCHOOL
- A ‘Big Picture’ person – not micro managing, understanding cross-department relationships, problem solving, team builder

#### Third Priorities:

- Proven financial capabilities
- Financial leadership
- Enhancing community profile and involvement
- Maintain vision and goals of QMS
- Keeping our good name going forward
- Retention of faculty and staff – provide incentive – bonus, education opportunity, recognition
- Student retention
- Demonstrated human resource management skills/experience of 100+ employees
- Business (head) – reacts well under pressure, management experience, delegate leadership opportunities and support, fiscally responsible, community connections & links
- Motivator – someone who inspires staff and students to bring out their best qualities
- Build leadership capacity – a leader that recognizes that everyone has the ability to lead in different situations, values their staff!, we’re building a learning community
- Visionary – see opportunities and uses our resources to implement the vision