

**GILMOUR ACADEMY
DIRECTOR OF COLLEGE GUIDANCE**

Gilmour Academy is a co-educational, pre-kindergarten through grade twelve, independent Catholic in the Holy Cross tradition, college preparatory school, located in the eastern suburbs of Cleveland, Ohio. Gilmour's mission is to develop students with the competence to see and the courage to act in creating a more humane and just society. Gilmour instills in every student a strong sense of self-worth through personal achievement and the discovery of his or her own voice. The world our students will soon lead will require them to be persons of great competence, courage and moral stamina, with an enthusiastic, lifelong desire to learn.

Gilmour Academy seeks a Director of College Guidance for the 2010-2011 academic year with whom Gilmour's mission and vision resonates. We are seeking an experienced and committed educator with a significant background in the college admission and selection process. Successful candidates will demonstrate the ability to:

- Direct the operations of a personalized, innovative and technologically savvy College Guidance Department;
- Review, refine and oversee a comprehensive program designed to meet the needs of students in grades 9-12 and their families.
- Provide direct, one-to-one guidance and support to students throughout the college search process.
- Coordinate the activities of the College Guidance team in support of school mission.

Desired qualifications include superior writing, collaborative and inter-personal skills. Prior experience in an independent school setting is preferred.

Please send cover letter, resume and list of references to Brian Horgan, Director of the Upper School, Gilmour Academy, 34001 Cedar Road, Gates Mills, OH, 44040. E-Mail: horganb@gilmour.org. Gilmour Academy is an Equal Opportunity Employer.