



Grace Episcopal Day School

Opportunity Statement

Director of Enrollment Management

Kensington, Maryland

July 2025

AN INVITATION TO WONDER

About the Role

Grace Episcopal Day School is seeking a Director of Enrollment Management who is the conscious creator of the Grace Episcopal School community of families, introducing them to our philosophy and vision so that they might find the school where they feel belonging and connectedness.

Lead Consultant
Kim Cooper

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School Overview

What does it look like when a school founded to reflect the rich diversity of Greater Washington lives its mission? And when that school specializes in the wonder years of childhood, from age 2 through Grade 5? What happens when master teachers curate beautiful learning spaces filled with opportunities to explore? And when students leap into learning with open minds and hearts, free to wonder, to question, to create, and to relate to others with empathy and kindness? The answer is Grace.

Mission Statement

Inspired by God's grace,
we nurture the potential and growth of
each child by providing
a joyful and inclusive learning environment
rooted in
wonder, purpose, and belonging.

Grace Episcopal Day School Mission Statement-Adopted January 2021



Jennifer S. Danish was appointed Head of School at Grace Episcopal Day School in Kensington, MD in 2016. Her over thirty years in independent schools include both teaching and administrative experience. At St. Patrick's Episcopal Day School, Jen served as the Director of Admissions and Financial Aid, Interim Head of Lower School, and Assistant Head of School for Enrollment, Communications, and Marketing. Jennifer previously served as Director of Athletics for Girls at The Bullis School in Potomac, Maryland and taught English and Humanities at Bullis, The Peddie School (NJ), and Cheshire Academy (CT). She also coached field hockey and lacrosse at both Peddie and Bullis. Jennifer did her undergraduate work at Bryn Mawr College and received a Master's in English from Middlebury College.

She currently serves on the Board of The Bishop Walker School for Boys, and she previously served on the Board of the Association of Independent Schools of Greater Washington (AISGW), Edmund Burke School, Middle Atlantic Episcopal Schools Association (MAESA), and St. Columba's Preschool. In addition, Jennifer is a puppy raiser for Guiding Eyes for the Blind.

Learning at Grace Episcopal Day

As experts in the wonder years of childhood, we make learning joyful and engaging from age 2 through Grade 5. The result is confident, purposeful learners who are ready for middle school and beyond.

Throughlines:

- Respect for the child. We believe every child who walks through our doors is capable of guiding their own learning. This student-centered view is at the heart of Reggio-inspired early childhood education at Grace, and it informs how we teach elementary school, too. The adults at Grace listen, observe, reflect, document, and guide, walking alongside students as they take charge of figuring out how the world works.
- Small class sizes. Grace has just over 100 students, 25 teachers and staff, and a maximum class size of 16 students. In small classes, teachers can meet children where they are and use what they know both to individualize instruction and to group students to encourage deep, authentic learning.
- Proven pedagogy. Focused on teaching young learners, our faculty weave three proven approaches into their teaching and ongoing professional development: Reggio Emilia-inspired education, Project Based Learning, and Harvard's Project Zero research and initiatives. These proven approaches are supported by an Orton-Gillingham approach to reading instruction and the Math in Focus curriculum both of which begin in Kindergarten. The result is a vibrant learning culture that is palpable in every classroom.
- Diversity as an academic virtue. Moved to start Grace by the Episcopalian idea that different viewpoints are a source of wisdom, our founders intuited what recent studies show: Diversity makes us smarter! By learning to learn together, our students develop the empathy and respect for others' perspectives that the world needs.
- Space to play and grow. Grace is perfectly set up to be an age 2-Grade 5 school. Inside, every classroom shares the same long hallway, like leaves emerging from a stem. The flow of the space is a visual representation of the progression from preschool through the elementary grades. Outdoors, our 11-acre campus cultivates children's sense of wonder in nature and their physical development from the playground to the athletic field.



What Matters at Grace

Diversity

Our commitment to diversity is deep and essential to our identity as a school with a founding mission to serve a student body that reflects Greater Washington. Grounded in the Episcopal tradition of inclusivity, Grace welcomes students of all faiths. Grace also respects, supports, and values diversity of culture, race, faith traditions, and learning styles. We believe that children who learn in a diverse community will value and work toward peace and justice.

Childhood

Grace Episcopal Day School serves students from age 2 through Grade 5. We believe that all children learn through play and hands-on experiences. Our school is designed to celebrate childhood at each developmental stage, from early childhood through elementary school. All children at Grace spend time outdoors each day. Play is the basis of early learning and continues to benefit students' social and emotional development through Grade 5.

Academic Excellence

Our rich and challenging curriculum provides a thorough foundation in fundamental academic skills, and our students develop a deep appreciation for music, art, literature, science, athletics, and language. Our caring, nurturing, and supportive atmosphere allows Grace students to feel safe while being challenged and taking risks.

Social and Emotional Development

We value social and emotional development just as much as we value academic excellence. We know as educators that a student's ability to relate to and engage productively with others is crucial to achieving at high levels, both in and out of the classroom. In the interest of building close student-teacher relationships and bonds between classmates, we maintain small class sizes and a small school, ensuring each student is known, nurtured, challenged, and loved.

Character, Community, and Service

We believe in empowering our students in the formation of logical and meaningful rules that promote respect, foster personal responsibility, and strengthen our community. We consistently work to build and serve our community, both in and out of school, where God's love and grace are modeled through our interactions with each other. Our students develop leadership, self-confidence, and poise.

These beliefs, guided by the Grace Episcopal Day School mission, inform our approach to all dimensions of school life, from academics to extracurricular activities to spiritual life.



The Position

Grace Episcopal Day School's mission is to nurture the potential and growth of each child by providing a joyful and inclusive learning environment rooted in wonder, purpose, and belonging. Founded in 1959, our school strives to be an inclusive and diverse community committed to deep learning and growth for students in their earliest years of education. With an enrollment goal of 110 students from age 2 to Grade 5, Grace seeks a Director of Enrollment Management who is excited about advancing and supporting this vision through storytelling and collaboration, and with a strategic, data-driven approach in the competitive landscape of greater Washington, DC. The community is inclusive, joyful, and lives up to its mission of wonder, purpose, and belonging.

Grace is the only independent school in the DC area that has a tuition discount program called Community Tuition. Aligned with our longstanding mission of being an inclusive community, Community Tuition is one of our most essential tools in nurturing this inclusivity and creating a community of equity. Families who do not feel they can pay the full cost of tuition are encouraged to apply, and the school offers a tuition that invites them to become equitable partners in the Grace community.

Opportunities and Challenges:

- Shifting economic and market landscapes in the Metro D.C. area
- Small community of collaborative and independent leaders
- Competitive and untapped markets need to be researched and explored
- Tuition is less than other independent schools, yet still more than that of public schools
- Extend the reach of the GEDS story

Described as a “hidden gem”, the ideal candidate will possess the following traits:

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| • Strategic Thinker | • Understands School Pedagogy | • Kind |
| • Data Driven | • Flexible | • Community Oriented |
| • Understands Changing Demographics | • Curious | • Supportive and Collaborative |
| | | • Communicative |



About Living in Kensington

Kensington, MD, is a popular choice for those seeking a small-town feel with convenient access to larger metropolitan areas like Washington D.C. It's known for its charm, including its historic district and diverse community. Located just four miles from Washington, D.C., two miles from the Capital Beltway, and one-half mile from the Rock Creek-Beach Drive Bike Path, Kensington is easily accessible by car, MARC train, bus, Metro and bicycle.

Kensington offers a unique blend of small-town charm with a walkable historic district, local shops, and restaurants. It boasts a diverse community with a variety of events and activities. The area is known for its good schools, and residents feel safe, especially when walking at night, due to the high population of the park.

Kensington is a town with a rich, historic past and a vibrant present. The sound of a train whistle still permeates throughout the town, reminiscent of Kensington's sleepier origins in 1873. Today, residents and visitors alike visit the charming train station for a weekly Farmers' Market and concerts. The streets are alive with art galleries, music venues, enticing restaurants, eclectic gift shops, and antique stores. On the edges of the vibrant business district are beautiful 19th century Victorian homes and parks and a unique children's library.

There are heaps of local eateries that cater to guests with a refined palate. There are also a lot of parks where you can picnic, enjoy the playgrounds, and go on hikes or bike rides if you love spending time outdoors. Kensington is also home to the celebration of World Book Day, which happens every April. The city lights up with music, author readings, and many other activities, all of which revolve around celebrating books.

To Apply

Application Deadline:

Please note that strong candidates may be considered before the application deadline.


Candidates should send a current resume, cover letter specific to this opportunity statement, and a list of five professional references to:

Kim Cooper
Senior Search Consultant
kim@indyschoolconsultancy.com

Strong candidates will be given a battery of competency assessments.



FUN FACTS



50%
Teachers with advanced degrees



11
Acres of land



WEEKLY
Visits from a therapy dog



7
Types of student support available



3
Trees over 100 years old



6
Years as a certified MD Green School

**For inquiries,
contact us.**

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