



June 7, 2016

Dear Walden Faculty, Parents, and Alumni:

As you are aware, Chipper Pastron and Linda Bortell have been named as the co-chairs for the search for a new director at Walden School.

Our next step is to populate the committee with people who are invested in being on this committee. One of the first questions has been, "What kind of time commitment will this be?" While we cannot give a firm answer, we do expect this to be an extensive commitment until we find a new director for Walden. The goal is to find an excellent candidate, and we will take the time needed to do so.

There will be work required via email and in person. We are aware that people on the committee may have different commitments, but this will require attendance at meetings during the day and in the evening.

When we are interviewing candidates, the committee may require a large portion of a day or days to be involved in that process. It is also crucial to be aware that while some parts of the search will be public, some will need to be very confidential in order to protect potential candidates who may be employed elsewhere.

Here is a partial list of some of the tasks that will be required of the Search Committee:

- Develop a timetable
- Research consultant firms
- Hire consultant firm
- Formulate questions for community surveys
- Facilitate meetings with the community to gather feedback about what they would like in a new director
- Work closely with the consultant firm to gather resumes and potential candidates
- Interview candidates
- Narrow field of candidates
- Participate in shadow day of top candidates

It is important that all constituents have a voice in this process, but we need the committee to be a size where we can coordinate schedules and meeting times.

Please know that all members of the Walden community will be able to voice their concerns, hopes, and wishes as we search for a new director. If you are interested in serving on this committee and know that you will be able to participate in the meetings, have prior experience working on committees, respond to emails etc., please send a letter of interest and what you would add to the committee to Chipper Pastron and Linda Bortell.

We need all letters of intent by June 20, 2016. Linda and Chipper, along with our consultant, Fran Scoble, will be reaching out to candidates, and we hope to have a committee in place by early July 2016.

Thank you so much for your interest,  
The Walden Board of Trustees