Lisa Joel Named Athletic Director

Veteran faculty member, varsity coach, and director of enrollment management, Lisa Joel will become PA’s next director of athletics. She will succeed Leon Modeste, who after 32 years at PA announced his plans to retire next June. Joel brings to the position an exceptional skillset honed during 26 years working with students, families, and colleagues across the school.

“I am thrilled to name Lisa as Andover’s next athletic director,” said Head of School John Palfrey P’21. “In addition to her many strengths as a coach, teacher, and administrator, she inspires us with her commitment to our community’s values and her unwavering focus on what is best for students.”

Currently the director of enrollment management in the Office of Admission and Financial Aid, where she has held a progression of roles since 1995, Joel is also the liaison to varsity coaches and coordinator of the post-graduate program. As head coach of girls’ varsity soccer since 1998, she has worked with hundreds of Andover athletes, guiding their individual growth and team development.

Joel’s philosophy on athletics draws from the school’s values and her own versatile experience on and off the field. “Continuing to develop an athletic program that emphasizes skill-building as much as character and team culture is essential,” she said. “The role of athletics at Andover must remain an essential part of the educational program for every student.”

A graduate of Amherst College, where she captained the womens’ soccer, basketball, and lacrosse teams, Joel twice earned the Friends of Amherst Athletics Award, given to

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Gratitude for OPP Colleagues

At its meeting on November 20, the faculty voted unanimously on the following resolution:

BE IT HEREBY RESOLVED, the faculty of Phillips Academy, Andover, wish to express their special gratitude to the staff of the Office of Physical Plant this Thanksgiving season. While we are thankful every year for the hard work and dedication of our OPP colleagues, we wish to acknowledge the above-and-beyond quality of this particular fall in light of the gas explosions and fires in the Merrimack Valley this September. We are deeply grateful for the extra efforts to keep the lights on, the water hot, the air temperatures warm, and the systems all going during this challenging period.
THE SCENE

Community and Extracurricular Activities

Sunday, December 2
4:30 p.m.—Service of Lessons and Carols Concert
The traditional Lessons and Carols concert will feature Christmas readings and carols. Cochran Chapel.

Wednesday, December 5
6:30–7:30 p.m.—Math Circle
Join the Math Circle to engage with the golden ratio. The Addison.
7–8:30 p.m.—Opening Reception
Photography exhibit America to Americas on view. Gelb Gallery.

Thursday, December 6
5:15 p.m.—Housing Meeting
The Housing Committee will discuss points and bidding systems, and answer questions. Ada’s Room, Paresky Commons.

Friday, December 7
3:30–5:30 p.m.—Holiday Open House
Visit with colleagues and friends to kick off the holiday season. Phelps House.
7:00 p.m.—The Ascent of Woman Presentation
Author Amanda Foreman will deliver a presentation. Kemper Auditorium.

7:30 p.m.—Messiah Concert
This 29th annual concert will feature excerpts from Handel’s oratorio, Messiah. Cochran Chapel.

7:30—The Nutcracker
The ballet performances will take place all weekend. Tang Theatre.

Religious Scene

Friday, November 30
2–2:30 p.m. (NOTE NEW TIME)—Muslim Student Association (MSA) Prayers
Advisor: Noureddine El Alam. Weekly Prayer Meetings sponsored by the MSA. ALL are welcome! Meditation Room, Cochran Chapel.

5:30 p.m.—Muslim Student Association Dinner
Advisor: Noureddine El Alam. MSA will sponsor a club dinner every Friday. Everyone is welcome. Ada’s Room, Paresky Commons.

5:30 p.m.—Jewish Shabbat Dinner and JSU Meeting

Sunday, December 2
5:30–6:30 p.m.—Catholic Confirmation
Led by Mary Kantor, Catholic chaplain. Open to all grades. To sign up or for further information, please email mkantor@andover.edu. Cochran Chapel, Classroom 15.

6:45–7:30 p.m.—Roman Catholic Mass
Overseen by Mary Kantor, Catholic chaplain, with priests of the Archdiocese of Boston presiding. Reception will follow. Kemper Chapel, Cochran Chapel.

This week: “A Shout of Joy” (Psalm 30). Ada’s Room, Paresky Commons.

Tuesday, December 4
5:15 p.m.—Catholic Student Fellowship
Advisor: Mary Kantor, Catholic chaplain. Paul’s Room, Paresky Commons.

Wednesday, December 5
5:30–6:30 p.m. Gospel Choir
Director: Michael Belcher; advisor: Abbey Siegfried. Pfatteicher Room, Graves Hall.

Monday, December 3
5 p.m.—“Culture, Politics, and Religion” (CPR)

6–7 p.m.—Andover Christian Fellowship (ACF)

Gazette submissions are due at gazette@andover.edu by 3 p.m. on Wednesday.
Service of Lessons and Carols Concert

A traditional Service of Lessons and Carols will take place on **Sunday, December 2**, at 4:30 p.m. in the Cochran Chapel, presented by the Phillips Academy chaplaincy and music department. The Service of Lessons and Carols is derived from ancient sources and is celebrated according to its usage at King’s College, Cambridge, England. Traditional Christmas readings and carols will be heard. The choral music chosen for this year’s Lessons and Carols focuses on the female side of the story, Mary’s (Mother of Jesus) perspective and the strength of maternal love. Featured are several pieces by significant female composers from throughout history (Hildegard of Bingen, Alice Parker, and Eleanor Daley) and a piece by Andover’s own Kevin Siegfried, which is a setting of the poem “Annunciation”, written by New England professor and hymn writer Jeannette M. Lindholm. In the midst of our busy and complicated world, the Phillips Academy Chapel and music department welcomes you to an afternoon of music and reflection with the hope that, surrounded by love, all shall be well.

The service will feature the Fidelio Society and the Academy Chorus under the direction of Abbey Siegfried. The Handbell Choir, under the direction of Derek Jacoby, will also perform.

This service is free and open to the public. For more information, please contact the music department at ext. 4260 or email music@andover.edu.

—Wendy Heckman
Music Department

All-School Meetings

*All meetings are held in Cochran Chapel from 10:50 to 11:35 a.m. on Wednesdays unless otherwise stated.*

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC/SPEAKER</th>
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<tbody>
<tr>
<td>December 5</td>
<td>Opening of Term</td>
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<tr>
<td>December 12</td>
<td>Sounds of the Season</td>
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</tbody>
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Math Circle: The Golden Ratio in all of its Fibonacci and Fractal Glory

Math Circle is teaming-up with the Addison on Wednesday December 5, from 6:30 to 7:30 p.m. Join us for a session playing with the golden ratio, discovering its connection to the Fibonacci sequence, and using the golden ratio as a transition to creating Julia sets and fractal patterns. Anna Ionescu and Anjali Kini will be leading the session in the Addison conference room.

Our Math Circle is geared toward high school students and open to all adults. The sessions offer participants a chance to discover and engage in the type of mathematical thought that, while accessible, is often only unearthed in advanced university courses. Math Circles are for everyone as they transcend mathematics course level. So, come for an evening of mathematical discovery and fun.

If you have questions or want to offer to lead a session, please contact Emily Landes at elandes@andover.edu.

—Emily Landes
Instructor in Mathematics, Statistics, and Computer Science
Exhibition Explores Themes of Latinx Identity

From *America to Americas* is an exhibition that will be on view in the Gelb Gallery until **January 23**, and features the work of two Brazilian photographers, Milena Costa de Souza and Pedro Vieira, who took a road trip in 2006 from New England to their home in Curitiba, Brazil. The show has been organized by Addison assistant curator and art department visiting scholar Stephanie Sparling Williams and explores themes of Latinx identity, South American culture and politics, borderlands, and border crossing.

An opening reception will be held on **Wednesday, December 5**, from 7 to 8:30 p.m. Faculty members who are interested in using the exhibition in their winter term teaching should reach out to Stephanie to schedule visits, or for additional teaching resources. The artists’ residency, exhibition, and the purchase of the work for the Academy has been made possible through the support and generosity of the Department of Art; the Tang Institute; Brace Center for Gender Studies; the Dean of Studies Office; the Office of the Assistant Head of School for Equity, Inclusion, and Wellness; and the Addison Gallery of American Art.

—Cheryl Douty
Art Store Manager, Art Department

Sunday Funday is Back

Sunday Funday, a community engagement program that brings together faculty and staff members, student volunteers, and the children of faculty and staff members, is back! Coding with Maria Litvin is scheduled for **Sunday, December 9**.

Children K through 5th grade will meet from 10 to 11 a.m. and children 6th through 12th grade will meet from 11 to 12 p.m. We will meet in the Morse building rooms 101 and 103.

If you would like to sign up your child(ren), please do so before noon on **Friday, December 7**, by using the link: https://goo.gl/forms/ZW5K7bqQdA57XBfr2. Please bring a computer—lap top or iPad if you have one.

If you have any questions, please email ecliquethughes@andover.edu.

— Emilie Cliquet Hughes
Community Engagement

Holiday Open House

We are delighted to welcome all employees of Phillips Academy to Phelps House on **Friday, December 7**, for our annual holiday gathering. Please stop by anytime between 3:30 and 5:30 p.m. to kick off the season with co-workers and friends.

It is our privilege to work and live in a community of such caring colleagues. We hope you will join us.

—John Palfrey P’21 and Catherine Carter P’21

continued from page 1

the scholar-athlete who contributes most to team and college. Likewise, her Andover contributions, including those as a coach and colleague, former house counselor and cluster dean, reflect her desire to cultivate a positive culture based on integrity and respect.

Making the announcement just prior to Thanksgiving break, Palfrey expressed thanks to faculty and staff who offered feedback on each finalist, especially members of the search committee whose process “netted a strong candidate pool of seasoned athletic directors and educators, resulted in three exceptional finalists, and gave the community the opportunity to meet with and offer feedback on each.”

He also congratulated Modeste on his record of success over 32 years—14 of which comprise two terms as athletic director. “We are grateful for Coach Mo’s passionate advancement of ‘athletics for all’ and look forward to Lisa beginning her own legacy of Big Blue sportsmanship, athleticism, and education in this next chapter.”

—Tracy Sweet
Director of Academy Communications
An Original Version of The Nutcracker

The Department of Theatre and Dance is pleased to present its original version of the classic ballet, The Nutcracker. Directed and choreographed by Judith Wombwell, the famous ballet has been performed by Phillips Academy students since 1996. Wombwell, along with original design team Billy Murray and Bruce Bacon, have reimagined the setting to represent colonial Andover with mice and soldiers becoming revolutionary war figures and party guests celebrating in the Abbot barn. Clara’s journey through the holiday tree into the Land of Sweets remains true to the original ballet in its timeless story of a child’s fantasy.

This year the second act has undergone a substantial reimagining of choreography to bring the focus in on Clara’s journey through the magical Land of the Sweets. Students Estelle Zhu ’20 and Samantha Lee ’20 rechoreographed the Tea variation to include authentic Chinese traditional dance and elements of rhythmic gymnastics. For the first time in our history of performing The Nutcracker, the role of Sugar Plum will be played by students Uanne Chang ’20 and Yishu Chen ’19, and the Cavalier by Romulus Sottile ’19 and faculty member Kareem Lewis. All variations join together through the scenes in a statement of unity.

The Nutcracker’s key role of Clara is shared by senior Emily Jackson and upper Sophia Esposito. Other lead roles include Katherine Wang ’21 and Claudine Waggoner ’20 partnered by Henry Crater ’20 in the role of the Snow King and Queen, and Emerson Judson ’20 and Michelle Jeon ’19 as lead Arabian. In addition to The Nutcracker’s principal dancers, this year’s production will include more than 100 cast members including Phillips Academy students, faculty members, and young children from the PA community. The part of Drosselmeyer will be shared by faculty members Mark Cutler and Mika Latva-Kokko.

The costume redesign for The Nutcracker is made possible by a grant from the Abbot Academy Association, continuing Abbot’s tradition of boldness, innovation, and caring.

The Nutcracker will be performed in the Tang Theatre, Friday, December 7 at 7:30 p.m., Saturday, December 8 at 2:30 and 7:30 p.m., and Sunday, December 9 at 2:30 p.m. Admission is $10. Tickets can be reserved by calling the box office at ext. 4433.

—Rachel Andersen
Administrative Assistant, Theatre and Dance

Statistics for Winter Athletic Scheduling

In an effort to help keep our community informed with respect to athletics, please find a few statistics below. We have 318 winter contests scheduled for 23 winter teams including winter break. The numbers do not reflect post season contests. Of these contests, 167 are away and 151 are home; 30 are on what we consider “off” days: 4 home on Monday, 1 home on a Tuesday, 9 on Thursday (a home and away with Brooks), 7 away including 1 at Wrestling Nationals, 2 at Squash HS Nationals, 2 GV at Taft tourney in December, 2 swimming at Easterns), and 16 on Sunday (3 occur during the December break, 1 BV hockey away jamboree, 1 BV bb away, 4 track invitationals, 1 home girls wrestling tournament, 2 for squash nationals, 1 JV wrestling tournament, 2 swim at Easterns, 1 GV bb ESAC).

The individual team breakdown for regular season contests is as follows: Please note that the winter season spans 10 ½ weeks not including the December break. This gives the opportunity for 18 contest dates (including scrimmages) when adhering to the 2-per-week guideline. Our maximum guideline for winter JV1 is 16 contests and JV2 10. When trying to schedule safe and homogenous pairings some teams may have 3 games in 1 week balanced by 1 game in a different week.


*BV and GV squash and swimming, and BV wrestling include in-season tournaments.
**BV hockey does not adhere to the 2-per-week guideline. They have been granted additional regular season contests. This is to keep them competitive with other league teams who play much larger schedules. BV basketball has a cap of 25 games. Other varsity teams are permitted additional games.


JV2: Boys’ Squash—12, Girls’ Squash—9. (Does not include partial teams playing two games with Exeter.)

We have 4 late returns defined as after 8 p.m. on evenings prior to classes or Saturday testing dates or after sign-in on Saturday.

We have 6 teams needing to be released from classes, 2 leading into the December break, the varsity wrestling and squash teams to attend national competitions, and varsity swim to attend Easterns.

Please direct any questions or suggestions to k kennedy@andover.edu.

—Lisa Buckley
Administrative Assistant, Athletic Department
Opening in History and Social Science

Phillips Academy seeks applications from individuals interested in a continuing position as an Instructor in History and Social Science beginning in academic year 2019–20. Preference will be given to candidates with experience teaching World and U.S. history. We seek dynamic candidates who will be active participants in the academic, athletic, and residential programs. Phillips Academy is committed to fostering a global, diverse, and inclusive academic community. Review of applications will begin on Friday, November 30, and will continue until the position is filled. Please email a resume and a cover letter that addresses your experience and interest in working in an intentionally diverse residential community to pafac@andover.edu. Letters should be written to the attention of Patrick Farrell, Dean of Faculty, Phillips Academy. Phillips Academy is an equal opportunity employer. Full background check required.

Presentation: The Ascent of Woman

Amanda Foreman, author of the award-winning best sellers Georgiana, Duchess of Devonshire and A World on Fire, will deliver a presentation, The Ascent of Woman, on Friday, December 7, at 7 p.m.

Foreman attended Sarah Lawrence College and Columbia University and went on to receive a doctorate in 18th-century British history from Oxford University in 1998. Nominated for several awards, Georgiana, Duchess of Devonshire won the Whitbread Prize for Best Biography in 1998 and has been translated into a dozen languages. The book has inspired a television documentary, a radio play starring Dame Judi Dench, and the movie The Duchess, starring Keira Knightley and Ralph Fiennes.

In addition to regularly writing and reviewing for newspapers and magazines—including a popular column in the Wall Street Journal, Foreman has served on many juries, including the Orange Prize, the Guardian First Book Award, and the National Book Awards. Most recently, she created the BBC/Netflix four-part documentary The Ascent of Woman.

The presentation—a Brace Center for Gender Studies event—will take place at Kemper Auditorium on 5 Chapel Avenue in Andover and is free and open to the public.

—Flavia Vidal
Director, Brace Center for Gender Studies
Learning in the World: Upcoming Application Deadlines

Last call for student applications to our faculty-led spring break programs! Other deadlines are fast approaching. The deadline for spring break programs is tomorrow, Saturday, December 1, 2018. The deadline for faculty-led summer programs is Saturday, January 5, 2019, and affiliate program deadlines vary.

Remind your students to apply and engage with different cultures locally and globally. With programs in various regions of the world, LITW gives students the chance to participate in an in-depth, off-campus learning experience that engages them directly with diverse practices and perspectives, history, arts, and surprising and enlightening encounters. This year Andover students may choose from 10 faculty-led programs offered during spring break and summer and several affiliate programs. For more information about program offerings and new policies this year, please visit our online Blog post (https://tanginstitute.andover.edu/blog/2018/students-learning-in-the-world-application).

Lunch & Discussion: Food Justice

Join us on Wednesday, December 5, from 1 to 2 p.m. in the Mural Room for a Lunch & Discussion about how we approach food justice on our campus from a variety of perspectives:

Holiday Concert Features Handel’s Messiah

On Friday, December 7 at 7:30 p.m. in Cochran Chapel, the music department will sponsor its 29th annual holiday concert featuring excerpts from Handel’s oratorio, Messiah. This concert is given in support of Neighbors in Need—a food pantry in the Merrimack Valley and the Dana Farber Cancer Institute.

The program, under the direction of Christopher Walter, will feature the Academy Community Chorus and the Academy Chamber Players made up of students, faculty and staff of the Academy, and musicians from the Merrimack Valley, Boston, and North Shore areas. This year our special guests as soloists are Barbara Kilduff, soprano; Krista River, mezzo-soprano; Omar Najmi, tenor; and Dana Whiteside, bass-baritone.

General admission is $5; senior citizens and students may be admitted with a donation of nonperishable or canned food. For more information, contact the music department at ext. 4260 or email music@andover.edu.

—Wendy Heckman
Music Department
Employment and Benefits News

2019 Holiday Calendar
The 2019 holiday calendar for administrators and staff is available on the Human Resources page on PAnet.

2019 Health Savings Account, Supplemental Retirement Account Maximum Changes
Employees who would like to maximize health savings account (HSA) and/or supplemental retirement account (SRA) contributions to reflect the new 2019 IRS calendar year maximums must complete new salary reduction agreements and return them to human resources by Friday, December 14, for the new deduction to begin in January 2019. You are only required to submit a new form if you want to make changes, including contributing up to the new maximum amounts allowable for 2019. Remember, you can change your contribution for the HSA and SRA during the year, as well. Salary reduction forms for the HSA and SRA can be found on PAnet and will also be available at HR At Your Service on December 5 in Paresky Commons.

Health Savings Account (HSA)
The IRS health savings account maximums have increased for calendar year 2019. If you would like to maximize your HSA contribution, it is important to remember that the Academy contributions count toward the total calendar year maximum and should be factored into your calculation. Please see the table below.

<table>
<thead>
<tr>
<th>IRS Defined Category</th>
<th>2019 Calendar Year Maximum</th>
<th>2019 Calendar Year Catch-up maximum (for ages 55+)</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self Only (Individual)</td>
<td>$3,500</td>
<td>$1,000</td>
<td>Self Only: +$50</td>
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<tr>
<td>Family (Individual + 1 and family)</td>
<td>$7,000</td>
<td>$1,000</td>
<td>Family: + 100</td>
</tr>
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Supplemental Retirement Account (SRA)
The IRS retirement maximum has also increased for 2019. Please see the table below.

HR At Your Service (Note New Date)
Because understanding your benefits is an important part of your experience at Phillips Academy, the human resources team would like to provide you with an opportunity to learn more about employee benefits in a way that is meaningful to you. As such, we will begin a monthly series called HR at Your Service. Each month, we will highlight a benefit in the Gazette, and then members of the human resources team will be available during lunchtime in Paresky Commons for you to stop by and learn more about your employee benefits!

December’s HR at Your Service will be in Upper Left of Paresky Commons from 11 a.m. to 1:30 p.m. on Wednesday, December 5. Please come and learn more about benefits that run on the Calendar Year (January 1–December 31): The Health Savings Account (HSA) and the Supplemental Tax Deferred Retirement Plan. Each of these plans run on a calendar year according to the IRS. Stop by for Enrollment and Change forms for each benefit, as well as educational handouts.

Employee Benefit Spotlight: Retirement Savings and Health Savings Account
Mandatory Retirement Contributions: The Retirement Plan offered by the Academy is a defined contribution retirement plan funded by employee and employer contributions to TIAA. Each employee with two years of service during which the employee has completed 1,000 or more hours of work is required to join the retirement plan. Enrollment takes place on the first day of the month following two years of service at Phillips Academy or a comparable nonprofit institution in the 60 months preceding employment.

The Academy contributes 10 percent of W2 wages up to the annually designated Social Security Wage Base (SSWB) and 13 percent of the amount above the SSWB to the legal limit, and employees contribute 5 percent of their W2 wages to retirement annuity contracts that are immediately vested in the individual employee’s name.

Tax Deferred Voluntary Contributions: The Academy also offers a voluntary, tax-deferred plan for employees who want to set aside extra retirement savings. This plan is a voluntary retirement savings vehicle with pre- and post- (Roth) tax contribution options and a loan feature. Employees age 50 and older who want to maximize their contributions have the opportunity to contribute an additional catch-up contribution based on IRS limits.

<table>
<thead>
<tr>
<th>2019 Calendar Year Maximum</th>
<th>2019 Calendar Year Catch-Up (for ages 50+)</th>
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<tbody>
<tr>
<td>$19,000</td>
<td>$6,000</td>
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<tr>
<td>(Change +$500 from 2018)</td>
<td>(No change from 2018)</td>
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Health Savings Accounts

The HSA is a tax-favored savings account that can be used to pay for qualified health expenses to employees who enroll in a PPO High Deductible Plan and are not receiving Medicare benefits. An HSA offers tax savings in three ways, and is often referred to as a “Triple Tax Advantage”:

- Contributions can be made before taxes
- Funds earn tax-free interest
- Withdrawals are not taxed, as long as the expense is for a qualified health care item or service

Qualified health care expenses include doctor’s office visits, drug prescriptions, and even some over-the-counter medications. An HSA is owned by the individual or employee, not the employer, and funds roll over from year to year. In addition, an HSA moves with you wherever you go—a new job, change in health plan provider, or even to retirement. HSAs are regulated under Internal Revenue Code (IRC) Section 223. The IRS sets maximum contribution amounts each calendar year. The academy contribution and your pre-tax payroll contributions count toward the maximum.

For academy employees enrolled in the PPO plan, an HSA will be opened in your name with Bank of America. In addition to the Academy’s contribution to the HSA, you may make additional contributions on a pre-tax basis. HSA funds may be made to pay for qualified medical expenses incurred by the account holder, spouse, children, and other dependents. The deductible for the PPO plan is $1,500 for the individual plan and $3,000 for individual plus one plan and the family plan. The Academy makes contributions to your HSA based on your deductible and is prorated for your date of hire, and/or date of enrollment. The funding schedule of Academy contributions is determined on an annual basis. It is important to remember that while the HSA is on a calendar year, the Academy’s health insurance plan year runs on a plan year from July 1–June 30 and your deductible resets to zero as of July 1.

TIAA Financial Counseling

The Academy provides individual confidential financial counseling sessions with TIAA at no additional cost. In these sessions, you can discuss your personal financial situation with an experienced TIAA financial consultant and learn how to achieve your goals by investing in solutions such as mutual funds, brokerages, life insurance, and annuities.

These sessions will provide you with a personalized actionable plan based on, among other things, your goals, time horizon, and individual risk tolerance.

Upcoming dates for TIAA sessions are:

Wednesday, December 12

Appointments are available from 9 a.m. to 4:30 p.m. and are held in the second-floor conference room in GW Hall. Space is limited. To reserve your individual session, please call TIAA at 866-843-5640 between 9 a.m. and 8 p.m.
Employment Opportunities

**Painter**

Phillips Academy seeks a full-time painter in the Office of Physical Plant. Under general supervision, the painter will primarily perform interior and exterior painting tasks on the wide range of campus buildings. As part of the Facilities Maintenance Team, they may be asked to perform other duties involving, but not limited to, carpentry, light plumbing, and other general maintenance work. Applicants must have basic computer skills, and experience in reading construction documents, shop drawings, layout work, and material lists. Physical ability to perform all job functions as required in a facilities setting on a boarding high school campus. Overtime required as necessary. When emergencies and/or extreme weather conditions occur, the functions of this position may be deemed essential, and employees must report to work and/or remain on duty during their regularly scheduled work hours or the work hours designated by their supervisors. Must have and use personal vehicle while performing job duties.

Phillips Academy is pleased to offer a comprehensive benefits package to both full-time (.75 FTE to 1.0 FTE) and part-time (.50 FTE to .74 FTE) employees which include group medical/dental, generous employer contributions to HSA/HRA for eligible employees, 403(b) plan, vacation, personal and illness bank paid time off as well as many other benefits. Full background check required. Please send a resume by December 10, 2018, to hr@andover.edu.

**Web Application Developer**

The web application developer is responsible for the design, development, documentation, and maintenance of web applications including client and server-side components. This person must be comfortable working within all layers of the Academy’s web-based products including SharePoint, vendor packages, and custom developed solutions. The job includes maintenance and modification of existing web-based applications as well as new development. The position requires knowledge of C#, .NET, HTML, CSS, JavaScript, and an understanding of relational database design, SQL, and SharePoint.

With minimum supervision, the web application developer prioritizes and allocates time to the various activities in support of the Academy’s business objectives.

Minimum job qualifications:

- 2-4 years of web applications development experience.
- 2-4 years .NET development experience.
- Bachelor Degree in Computer Science or equivalent.
- Experience with SQL.
- Experience with SharePoint.

Knowledge, skills, and abilities required:

- Comfort within Windows.
- Familiarity with Active Directory and authentication mechanisms such as ADFS.
- Understanding of, and ability to query relational databases.
- Experience with .NET.
- Ability to write clear, consistent, simple code to use APIs and web services.
- Familiarity with responsive design principles.
- Strong analytical and problem solving skills.
- Familiarity with Visual Studio, version control systems, and other development tools.
- Ability to communicate effectively with others, both orally and in writing.
- Ability to establish and maintain working relationships with other departments and vendors.
- Ability to participate in multiple projects simultaneously while adhering to tight schedules.
- Knowledge of Microsoft Word and Excel.

Full background check required. If interested, apply online at: [http://www.andover.edu/employmentopportunities](http://www.andover.edu/employmentopportunities).

**Seasonal Adjunct Interviewer/Reader**

The Office of Admission and Financial Aid seeks welcoming, professional, and reliable members of the Phillips Academy community to serve as part-time adjunct interviewers and application readers. The adjunct interviewer/reader will meet with prospective families in person from December through early February, then read applications in the month of February. The adjunct will be responsible for interviewing prospective students, answering questions from prospective parents/guardians, and writing interview reports. Training in interviewing, interview report-writing, and application-reading will be provided in an orientation session.

Interviews are offered on a daily basis from 8:45 a.m. to 3:45 p.m., Monday through Friday, with additional interviews on occasional Saturday mornings. The adjunct interviewer/reader’s schedule will be set in advance based on availability but the professional must be able to work a minimum of 10 hours per week.

Bachelor’s Degree required. Must have strong familiarity with the Academy in order to answer questions about the community and various programmatic offerings. Full background check required. If interested, please complete an application online and include a cover letter and resume at: [http://www.andover.edu/employmentopportunities](http://www.andover.edu/employmentopportunities).

This is a seasonal, non-benefits eligible position with the exception of those benefits required by law.

*Phillips Academy is an equal opportunity employer.*

—Leeann Bennett
Director of Human Resources