

Mariners Christian School Job Description Middle School Principal

Qualified candidates are expected to be proactive and visionary educational leaders with administrative leadership experience. Mariners Christian School seeks a Middle School Principal (grades 6 – 8) who can demonstrate a successful record of innovative leadership, academic excellence, spiritual leadership, and culture shepherding.

Start date: Wednesday, August 5, 2020

Length of work year: August through June

Salary: TBD/ Commensurate with education and experience

Non-discriminatory policy:

It is and shall be the policy and practice of Mariners Christian School in the hiring of employees that the school will not discriminate on the basis of the applicants' race, age, genetic information, color, gender, nationality, or ethnic origin. We do reserve the right to screen applicants on the basis of religious preference.

Each employee of Mariners Christian School must:

- Be a born-again Christian who can show evidence of regular church attendance
- Maintain a lifestyle consistent with the moral standards stated in the Mariners Christian School contract and the Declaration of Moral Integrity
- Be in agreement with and sign the MCS Statement of Faith
- Have criminal history clearance expressly for MCS (Fingerprinting to be arranged at hiring)

Administrators: Each administrator must have:

- Deep understanding of and commitment to the tenets of Christian education
- Strengths of spiritual leadership and commitment to be a Christian role model
- Five or more years of teaching experience
- Three or more years of administrative experience
- Administrative Credential, preferred
- Experience in a Christian school, preferred
- Masters degree in education, preferred

I. General Description

The Principal is to be a dynamic Christian leader and educator at Mariners Christian School. The Principal is charged with the responsibility and operations of the specified division (elementary or middle school) according to the by-laws, policies, and philosophy documented by the School Board. The Principal must oversee administrative, educational, and personnel operations all to the praise and glory of God. This individual will carry out the policies and educational goals set forth by the core values, mission, and strategic plans of the school. The Principal is also responsible for fostering and shepherding a healthy culture and vibrant student life while holding fast to the conviction that Jesus Christ is preeminent in every program of the school. This school leader must be dedicated to professional and personal growth in order to encourage the growth of those being led. Likewise, the Principal is expected to be an active researcher, creative problem solver, and educational innovator. The Principal reports directly to and is evaluated by the Head of School.

II. Responsibilities

Instructional, Spiritual, and Cultural Leadership

- Assumes responsibility and instructional leadership for the planning, operation, supervision, and evaluation of the educational program
- Communicates with students, teachers, parents, and community members using a variety of mediums including technology
- Partners with teachers to evaluate the effectiveness of instruction and individual teacher performance.
- Evaluates and provides ongoing coaching to promote professional growth and improvement of staff
- Coordinates New Teacher Induction and ongoing staff development
- Establishes a professional development plan to fulfill established instructional and program goals
- Promotes process of continual growth and improvement with on-going dialogue, reflection, and evaluation
- Provides leadership and oversight for the instructional, co-curricular, and extra-curricular programs
- Responsible for horizontal and vertical articulation and curricular alignment
- Works with teachers and parents to implement student interventions that differentiate instruction based on student need
- Consistently implements curriculum review, development, and adoption cycles
- Oversees assessment programs and procedures to best support a data driven culture, analyze data to inform decisions, and strengthen school improvement efforts
- Establishes, monitors, and evaluates divisional goals in accordance with schoolwide Strategic Operations Plan
- Establishes a culture of mutual respect and excellence through dialogue and relationships with staff, students, administrators, and community members
- Develops, monitors, and evaluates programs to enhance positive school culture and climate
- Responsible for staffing, enrollment, and budget decisions involving master schedule development
- Coordinates selection of all certified and classified staff
- Provides spiritual leadership with ongoing vision and guidance for the promotion of spiritual formation
- Promotes spiritual and emotional environment that encourages and nurtures growth of students and staff
- Supports and evaluates Biblical worldview integration across all programs
- Oversees spiritual enrichment and character development programs
- Shepherds the staff with a humble, approachable, and integrity-filled attitude
- Establishes positive and dynamic environment for all stakeholders
- Builds and preserves a healthy and thriving staff, student, parent culture
- Builds partnerships with parents in support of student growth and success

Management

- Develops master schedule, instructional calendar, and staff supervision schedule
- Develops and monitors divisional budgets
- Oversees student management, attendance and discipline
- Oversees the inventory, purchase, and organization of textbooks and supplies
- Supervises school activities and events

- Assists in leading accreditation processes
- Demonstrates strong communication skills (verbal and written)

To apply:

Please send the following items to Dianne McVay at dmcvay@marinerscs.org

1. Current Resume
2. Letters of recommendation (2)
3. Brief summary of Christian experience (e.g. testimony, church affiliation, ministry involvement.)

Note: Expressing interest in this position and submitting requested items does not guarantee an invitation to interview.