

Mariners Christian School Job Description

Title: Director of Academics

Job Type: Full-time with benefits

Contract year: Traditional (August through June)

Salary Range: \$100,000 - \$120,000 The rate of pay within the specified range may be adjusted at any time by the appointing authority based on the candidates' qualifications, prior experience, education level, etc.

Reports to: Head of School

Position Summary:

The Director of Academics is a senior leadership position that reports directly to the Head of School and is responsible for guiding, shaping, and elevating the academic program of Mariners Christian School. Serving as a key member of the school's Leadership Team and working collaboratively with the Elementary and Middle School Principals, this role provides visionary, strategic, and operational leadership of curriculum, instruction, assessment, and academic professional development. The Director of Academics ensures the school's instructional programs are aligned with the mission of Mariners Christian School, rooted in Biblical worldview, and driven by best practice, continuous improvement, and measurable student growth.

Essential Duties and Responsibilities

Strategic Academic Leadership

- Serve as the schoolwide academic leader responsible for articulating and executing a coherent vision for academic excellence aligned with the MCS mission, core values, and strategic plan.
- Support the process of the development, implementation, and evaluation of academic goals and initiatives derived from the school's strategic plan and annual objectives.
- Monitor educational research and emerging trends to ensure MCS remains on the leading edge of instructional practice and Christian education.
- Lead accreditation processes, report development, evidence collection and ensure continuous compliance with required standards and alignment to improvement cycles.

Curriculum & Instruction Oversight

- Oversee all aspects of curriculum development, adoption, alignment, and review cycles for grades TK–8 to ensure rigor, consistency, and relevance.
- Ensure curricula reflect a Biblical worldview and effectively integrate faith and learning across content areas.
- Collaborate with Principals and Instructional Coaches to evaluate program effectiveness and recommend enhancements grounded in research-based instructional strategies.

- Maintain accurate and comprehensive documentation of curricular frameworks, scope and sequences, and instructional resources.

Instructional Leadership & Professional Development

- Support the development and practices of Instructional Coaches and other academic support personnel.
- Coordinate and lead professional development based upon the annual professional development plan developed by the Leadership Team in support of annual and schoolwide goals.
- Model and promote high-impact instructional practices, including differentiation, assessment for learning, inquiry-based instruction, and technology integration.
- Support the development of evaluation processes as an expert in pedagogy, curriculum, and instructional quality.

Assessment, Data, and Academic Systems

- Oversee schoolwide assessments and data systems, ensuring alignment with curricular goals and supporting meaningful student learning outcomes.
- Analyze schoolwide academic performance data to inform instructional priorities, identify trends, and recommend actionable improvements.
- Guide implementation of data systems and practices to inform areas of improvement, instruction, monitor student progress, and address learning gaps.
- Evaluate and recommend assessment tools and platforms as needed to support academic advancement.

Collaborative Leadership & Communication

- Work closely with the Leadership Team to identify strategic and annual goals related to program, instruction, and academic progress.
- Work closely with the Elementary and Middle School Principals to ensure a seamless and aligned educational experience across grade levels.
- Integrate academic priorities within broader school initiatives.
- Support consistent implementation of research-based best practices, aligned pedagogy, and instructional coherence across all grades and content areas.

Required Qualifications

- Master's degree in Education, Curriculum & Instruction, Educational Leadership, or related field
- Minimum of 5 years of successful classroom and teaching experience
- Minimum of 5 years administrative or instructional leadership experience
- Demonstrated expertise in curriculum development, instructional practices, and academic program design
- Experience leading adult learners and facilitating impactful professional development
- Strong data literacy skills and familiarity with assessment systems
- Strategic thinker and systems builder who can lead change with clarity

- Exceptional communicator who listens well, collaborates effectively, and inspires others toward excellence
- Humble, relational leader who values the contributions of teachers, honors the expertise of principals, and thrives in team-based leadership
- Ability to serve as a visible presence to build trust, foster collaboration, and provide encouragement
- Prior experience in Christian education with knowledge to integrate Biblical worldview into academic programs (*preferred*)
- Knowledge of TK–8 pedagogy, instructional models, and child development (*preferred*)

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:

- Have received Jesus Christ as his/her personal Savior, be able to articulate a relationship with Him, as well as provide 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.)

How To Apply:

Please send a copy of your resume, active teaching credential and MCS employment application to hr@marinerscs.org

You may download the MCS employment application here:

<https://marinerschristianschool.com/wp-content/uploads/2025/10/Faculty-and-Sub-Employment-Application.pdf>