



# WEST SHORE CHRISTIAN ACADEMY

SHIREMANSTOWN, PENNSYLVANIA

**MIDDLE AND HIGH  
SCHOOL PRINCIPAL  
OPPORTUNITY PROFILE**

# WEST SHORE CHRISTIAN ACADEMY

## MISSION

PARTNERING WITH FAMILIES TO PROVIDE CHRIST-CENTERED EDUCATION THAT SHARPENS MINDS, DEEPENS FAITH, AND DEVELOPS GIFTS.

## ABOUT CSAGH

West Shore Christian Academy is one of the two schools in the Christian School Association of Greater Harrisburg (CSAGH), along with Harrisburg Christian School. Together the schools deliver an excellent Christ-centered education that prepares students to be leaders who impact the world for Christ.



**860**

STUDENTS  
ENROLLED

**1400**

DONORS



**\$2.1**

MILLION IN  
NEED-BASED  
FINANCIAL AID

**91%**

RETENTION  
RATE



**173**

CHURCHES  
REPRESENTED

**131**

EMPLOYEES



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# ACADEMICS

WSCA has more than 40 years of experience of providing exceptional Christ-centered education, a vibrant learning community, dedicated discipleship, and an atmosphere of excellence. Students graduate with deepened faith, sharpened minds, and ready to engage the world for Christ.

Our middle school and high school division includes students in the 6th – 12th grade levels. We offer a challenging curriculum, including classes for college prep, honors, and advanced placement students. Additionally, students can choose from an array of elective offerings, including chorus, band, yearbook, video production, website design, creative writing, and many others.

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# CO-CURRICULARS

Students at WSCA are encouraged to get involved in campus life through a variety of diverse activities. God has gifted many of our students with the ability to sing, perform, and draw. Other students have been challenged to lead through Student Government, while some put their debate skills to work on our award-winning Forensics Team. We believe these activities are an extension of the classroom and an opportunity for students to reflect Christ in all that they do.

## Athletics

As a component of the mission of West Shore Christian Academy, the athletic department promotes team interscholastic athletic competition, offered up as an expression of worship to God, to bring honor and glory to Jesus Christ. Athletic programs include:

- Baseball
- Boys Basketball
- Boys Golf
- Boys Soccer
- Cross Country
- Girls Basketball
- Girls Golf
- Girls Lacrosse
- Girls Soccer
- Girls Volleyball
- Track and Field

## Arts

The Fine Art program at WSCA is exemplary. Students choosing to participate in band and chorus will have the opportunity to perform in concerts throughout Central Pennsylvania. Visual art students participate in a variety of local and statewide competitions. Our award-winning drama team performs top-quality Broadway shows each spring. Past performances include *Cinderella*, *Mary Poppins*, and *White Christmas*. Arts programs include:

- Art
- Concert Band
- Chapel Choir
- Orchestra
- Chorus
- Jazz Band
- Praise Band
- Drama



# MIDDLE AND HIGH SCHOOL PRINCIPAL

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## GENERAL JOB DESCRIPTION

The Middle and High School Principal provides vision, leadership, and supervision in the middle school and high school. The MS/HS Principal serves as a leader in planning, coordinating, and administering school activities and programs including student spiritual life activities, student conduct and discipline, testing, co-curricular programs with the goal of student character development, and spiritual formation to support the mission of CSAGH (Christian School Association of Greater Harrisburg).

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## QUALIFICATIONS & QUALITIES

- Born-again believer in Jesus Christ, regular attendance at a Bible-believing and preaching church that stands in agreement with the CSAGH Statement of Faith
- Agrees with Articles II, III and XII, section 1 of the Constitution of the Christian School Association of Greater Harrisburg, Pennsylvania
- Possesses a clear philosophy, passion, and pursuit of excellence for Christian education and CSAGH's vision
- Bachelor's degree in education required and master's degree strongly preferred
- 3-5 years of administrative experience
- Holds a valid license in administration
- Displays strong interpersonal skills, written and verbal communication skills, and organizational skills
- Is a person of spiritual maturity with academic abilities and leadership qualities
- Is flexible, compassionate and energetic
- Willing to engage in professional development training as needed
- Has successful experience working with culturally diverse families and communities
- High degree of skill with Microsoft Office Suites and other windows applications



# DUTIES AND RESPONSIBILITIES

## Administration & Supervision

- Provide vision, leadership, and oversight of all MS/HS programs, personnel, and publications
- Work closely and cooperatively with the elementary school principal
- Provide vision, leadership, and oversight of programs and initiatives that assist in spiritual formation and maturity
- Foster an environment and initiatives that assist students in spiritual formation
- Effectively utilize MS/HS personnel through appropriate assignments to specific positions, grades, and/or subjects
- Supervise and evaluate all MS/HS personnel and make annual employment recommendations
- Prepare MS/HS calendar for inclusion in the master calendar
- Prepare academic schedules for all MS/HS teachers
- Assist in the admissions process for all new students
- Prepare all MS/HS student schedules
- Create an MS/HS education environment that facilitates student learning
- Oversee and/or administer student discipline of all MS/HS students
- Schedule and conduct MS/HS faculty meetings
- Organize all MS/HS orientation programs

## Operational Leadership

- Develop, recommend, and oversee the MS/HS school budget
- Assess, develop, recommend, and implement all MS/HS curriculum
- Develop and oversee all co-curricular (i.e. athletic, fine arts, clubs, etc.) MS/HS programs
- Attend educational policy and curricular meetings
- Oversee the Challenge Program including the selection of students

## Internal and Public Relations

- Represent the MS/HS to fellow school personnel, parents, and members of the community-at-large
- Develop rapport with students, staff, and parents
- Participate in school wide programs (i.e. association meetings, open houses, orientations, etc.) and other special programs as appropriate



# INQUIRY

Applications will be continuously processed until the time that a new middle and high school principal is appointed. Nominations, expressions of interest, confidential inquiries, and questions concerning this search should be submitted to Dr. Timothy Van Soelen (712.441.4958) or David Urban (610.804.9605) from the Center for the Advancement of Christian Education (CACE), consultants who are assisting CSAGH in this search.

If, after reading this Opportunity Profile, you sense that the gifts and experience God has given you are a good match for West Shore Christian Academy, we invite you to begin the inquiry process. We handle all candidate information and conversations with utmost confidentiality.

To apply, please provide the following for review:

- **A current resume**
- **Personal statement on Christian education**
- **Names and contact information (telephone numbers and email addresses) for references who know you and your career well enough to comment on your suitability for the middle and high school principal at West Shore Christian Academy.** (References will be contacted only after we have requested and received your permission to do so.)

Submit application materials to Dr. Tim Van Soelen at [tim.vansoelen@cace.org](mailto:tim.vansoelen@cace.org) with the subject line, "West Shore Christian Academy – Middle and High School Principal."

A VIBRANT CHRISTIAN SCHOOL  
AWAITS YOU



201 W MAIN ST.  
SHIREMANSTOWN, PA