

WHITINSVILLE CHRISTIAN SCHOOL



HEAD OF SCHOOL
OPPORTUNITY PROFILE

WHITINSVILLE CHRISTIAN SCHOOL

GREETINGS

Dear prospective Head of School candidate,

Thank you for your interest in the Head of School position at Whitinsville Christian School. We hope you will take the time to explore this opportunity profile to learn more about Whitinsville Christian School's story of God's faithfulness and our vision for the future.

In a time when many other Christian schools are facing financial challenges and enrollment decline, Whitinsville Christian School has experienced steady upward enrollment and completed successful capital campaigns. The Board of Trustees strives to focus on strategic issues and the new Head of School will participate with the Board of Trustees in updating the WCS five-year strategic plan.

Our main goal is to maintain and continue the mission of WCS through our excellent learning environment, top-notch staff, up-to-date programs with an emphasis on STEAM (Science, Technology, Engineering, Arts, Mathematics), and our outstanding facilities.

Our next Head of School needs to be a decisive leader, a team builder, and someone who can personally engage with the school and outside community.

Glenn King

Chair, Search Committee

Vice President, Board of Trustees

KEY FACTS

FOUNDED
1928

ANNUAL
BUDGET
\$9.2M

128
TEACHERS
& STAFF

MEMBER OF THE

Teaching
TRANSFORMATION
NETWORK OF
SCHOOLS

97
CHURCHES
REPRESENTED IN THE
STUDENT BODY

STUDENT
TEACHER
RATIO
9:1

645
STUDENTS
(Pre K - 12TH)


NEW ENGLAND
ASSOCIATION OF
SCHOOLS AND
COLLEGES

15
YEARS
AVERAGE
FACULTY
EXPERIENCE

TUITION
**\$9,000-
\$17,000**


CSI
ACCREDITED

OVERVIEW

Whitinsville Christian School (WCS) is a distinctively Christian school with the Bible, the Word of God, as its foundation. WCS is seeking a leader who will build upon the many strengths of WCS and nurture it to the next level. The faculty and administration of Whitinsville Christian School are a key strength of the school, and WCS enjoys tremendous donor support and successful capital campaigns. A few notable accomplishments from recent years include the following:

- The 2019-24 strategic plan is nearly completed.
- The school is well-positioned for the next head of school with strong financial, enrollment, and faculty resources in place.

Looking to the future, the next Head of School will continue to steward the resources of WCS wisely, grow the school's enrollment, sustain excellence in the academic program, and continue delivering education that is affordable for WCS families. This role calls for an experienced leader who can lead WCS forward by focusing on big-picture strategy and allowing a strong team to handle the day-to-day management. He or she will need to be decisive and confident, implementing change strategically and caring deeply for those serving at WCS. The specific priorities for the next Head of School are to further build upon recent accomplishments:

- Continue to build enrollment to 700 students in the next 3-5 years.
- With this growth, build the team, structure, and programs needed to continue to enhance the excellence of WCS.
- Supplement enrollment growth with effective fundraising, enabling tuition to remain affordable for WCS families.

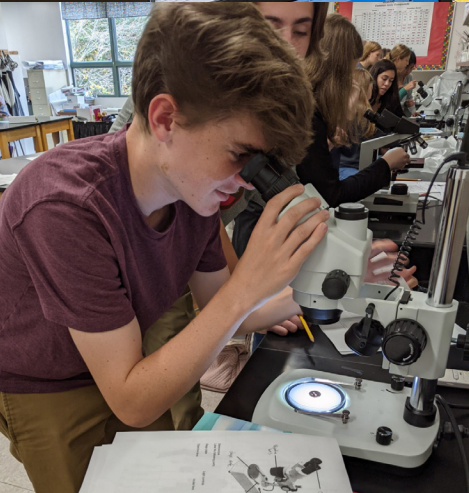
We trust that the additional information in this Opportunity Profile will help prospective candidates learn more about WCS and the needs and opportunities moving forward. For additional information about Whitinsville Christian School, visit the website at **whitinsvillechristian.org**.

MISSION

The mission of Whitinsville Christian School is to nurture the academic, spiritual, personal, social, creative, and physical development of students, in cooperation with their parents, for Christ-like service in God's world.

VISION

As New England's premier Christian PreK-12 college-prep school, continue the mission of WCS delivering education which is affordable for WCS families, while maintaining and forwarding our excellent learning environment, top notch staff, up to date programs with a growing focus on STEAM and excellent facilities.



ACADEMICS

We are a school of inspiration, inquiry, and impact. A place where students and teachers strive every day to grow in character, faith, and knowledge.

As New England's premier Christian PreK-12 college-prep school, Whitinsville Christian School nurtures the academic, spiritual, personal, social, creative, and physical development of students, in cooperation with their parents, for Christ-like service in God's world.

Whitinsville Christian High School is an academic institution of innovative learning aimed at preparing students for further education, life experience, and being a leader for positive change in the world.

CO-CURRICULARS

The mission of WCS is to nurture the whole child, and celebrate everyone's God-given gifts. We offer a safe place to try new things, and to be involved in many areas. Our students are not limited to being an athlete or an actor, an academic or a leader. Students are encouraged to participate in a variety of extra-curricular activities. Athletics and other co-curriculars include:

ATHLETICS

- Baseball
- Basketball
- Cross Country
- Golf
- Ice Hockey
- Lacrosse
- Soccer
- Softball
- Tennis
- Track and Field
- Volleyball
- Wrestling

ARTS & CLUBS

- Band
 - Chorus
 - DECA
 - Drama Club
 - HOSA
 - Math Club
 - National Honor Society
 - Robotics
 - Strings
 - Student Council
 - Visual Arts
 - Yearbook
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LEARNING ENVIRONMENT

Our campus sits on approximately 40 acres in the Blackstone Valley. The most recent additions include a Library Media Center and expanded Elementary School Library in 2012. The 2017-2018 school year began with a dedication of the Nehemiah Center, a project that included a state-of-the-art Center for Arts and Worship, a gymnasium with a training room, and an inviting lobby with glass walls overlooking the campus. The project also provided more classroom space for technology and engineering, and band and choir.

Outdoor Ed, for third and fourth grade students, takes place in the woods on our campus, and is a time for student-directed exploration. Faculty members are present for safety and guidance, but this class is truly driven by the students as a time to learn cooperation and collaboration, and to discover more about God's world.

In our elementary school, students can receive assistance in reading and mathematics through Student Academic Services (SAS). Those students requiring assistance go to the SAS classrooms during the normal reading or math time in their home classroom. For students in middle school and high school who are eligible to have classroom accommodations, 504 Plans are written through SAS. Teachers work with these students and adhere to the accommodations in our regular classrooms agreed upon with the parents of the children.

COMMUNITY

We are a community of believers. Our founders were parents who wanted a Christian education for their children. We now have students who are fourth generation members of those families. Over the years we have welcomed students from a variety of Christian denominations, all while staying true to our Christian Reformed perspective.

Parent involvement is encouraged as an opportunity for parents to be involved in their child's education while serving the school, as well as a means for building community. The following are some opportunities for parent involvement, but there are many more: Apple Pie fundraiser, auction, Booster Club, classroom helper, field trip chaperone, library, Lunch Ministry, and Treasures Upscale Thrift Store.



HEAD OF SCHOOL

JOB DESCRIPTION

The Head of School is appointed by the Board of Trustees and is the chief executive, as well as the academic and spiritual leader of the school, in accordance with the by-laws of WCS.

Under the current organizational structure at WCS, the following directly report to the Head of School: Preschool and Elementary Principal, Middle School Principal, Dean of Academic Support and Administration, Dean of Faculty and Instruction, Directors of Development, Enrollment, Finance and Human Resources, Marketing, Nursing, Technology, Chaplain, Admin Assistant, and Co-Chair of the Arts.

THE HEAD OF SCHOOL WILL BE EXPECTED TO:

- Advance the operations items in the strategic plan.
 - Support and act within the school's mission and values.
 - Uphold professional standards of personal presentation, punctuality, professional courtesy, and discretion.
 - Represent the school effectively to its constituents.
 - Attract and retain quality talent.
 - Develop and evaluate personnel and report issues to the Executive Committee of the BOT in a timely manner.
 - Maintain a professional demeanor on and off campus.
 - Manage the multi-year strategic financial plan and adjust the operating budget annually so as to reach the Hard Income P&L goal.
 - Maintain professional credentials as appropriate.
 - Honor the confidentiality of school, students, and employee information.
 - Comply with all policies and procedures.
 - Work effectively with the Board of Trustees.
 - Meet or exceed the Head of School objectives established annually in cooperation with the Board of Trustees.
 - Demonstrate a spiritual maturity that radiates a passion for Christ.
 - Model a grace-filled, joyous, obedient life of one saved by grace.
 - Exemplify the characteristics of a servant leader.
 - Enfold students and families from a variety of church backgrounds.
 - Ensure a learning environment where faith and learning are integral.
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QUALIFICATIONS

- The ideal candidate will come from a Christian school with a Reformed perspective.
 - They will have 5+ years of teaching experience with increasing responsibility. Additionally, they will have 3+ years of experience in a leadership role: principal, assistant head, or head of school.
 - The candidate will have demonstrated experience inspiring trust, confidence, and support from various constituencies.
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CURRENT ENVIRONMENT

Successful leadership in any educational institution is judged by how well its leader meets the expectations of its governing body, meets the needs of its students, and responds to the input of its faculty, administration, parents, and other constituent groups.

The **2019-2024 Strategic Plan** is nearly completed and the next head of school will take over after a successful plan that focused on the following:

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| 1. Develop and clarify value proposition. | 11. Develop educational revisioning plan. |
| 2. Conduct feasibility of capital campaign. | 12. Review faculty and staff compensation. |
| 3. Develop comprehensive marketing material. | 13. Develop professional development plan. |
| 4. Optimize enrollment management process. | 14. Develop and implement evaluation process. |
| 5. Research non-tuition revenue sources. | 15. Conduct an inclusion plan analysis. |
| 6. Develop a Board Leadership plan. | 16. Establish wellness program. |
| 7. Develop long term endowment expansion plan. | 17. Research and develop extended learning program. |
| 8. Develop joyful giving culture. | 18. Review organizational structure. |
| 9. Grow alumni involvement. | 19. Develop campus master plan. |
| 10. Develop ambassador and leadership. | |



INQUIRY

Applications will be continuously processed until the time that a new head of school is appointed. Nominations, expressions of interest, confidential inquiries, and questions concerning this search should be submitted to Paul T. Neal (610.348.5057) from the Center for the Advancement of Christian Education (CACE), the consultant who is assisting Whitinsville Christian School 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 Whitinsville Christian School, 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**
- **A two to three-minute video introducing yourself and speaking about your passion for Christian education**
- **Responses to the following essay questions (totaling four pages or fewer):**
 - » Describe your spiritual journey of faith in Jesus Christ. Indicate how God is using you in your work, in your church, and in your community. How has your relationship with Jesus Christ shaped your career and influenced your decision to apply for this position? Please include an articulation of your alignment with the Reformed tradition (Christian Reformed Church, Reformed Church of America, etc.).
 - » Describe your experience with Christian education, both personally and professionally. How would you define the marks of educational excellence in a Christian school?
 - » Describe your leadership style. If you have taken any leadership inventories (Gallup Strengths, SDI, VIA 24, etc.), feel free to share those results.
- **Provide the names and contact information (telephone numbers and email addresses) for four references who know you and your career well enough to comment on your suitability for the head of school at Whitinsville Christian School.** (References will be contacted only after we have requested and received your permission to do so.)

Submit application materials to Paul T. Neal at paul.neal@cace.org with the subject line, **"Whitinsville Christian School - Head of School."**

INSPIRING MINDS, IGNITING HEARTS