



Sharpening Minds • Transforming Hearts

OVERVIEW & MISSION

Calvary Christian School was established in 1975 as a ministry of Calvary Church of Santa Ana for the purpose of providing a Christian-based education for its families. The school currently serves 305 students in grades Kindergarten through 8th grade. The campus is situated on nine acres, located in a business community, and has approximately 181,000 square feet of shared building space for its educational programs.

The school provides a well-maintained campus facility, ample playground space, a gymnasium, spacious classrooms, office and library space, kitchen, and sizable multi-purpose rooms for the various programs of the school ministry.

Calvary Christian School has a positive, nurturing, academic environment where children feel safe and learn in a supportive, encouraging atmosphere that fosters confidence, problem solving, and higher-level thinking.

Calvary Christian School is dedicated to the Sharpening of Minds and Transforming of Hearts.

Academic: Our rigorous curriculum prepares students to become life long learners who are innovative problem solvers, critical thinkers and effective communicators. Academics are one of the highest priorities at Calvary Christian School.

Spiritual: During their years at Calvary Christian School students will have the opportunity to develop strong character including the CCS core values of biblical truth, unity, and love; and the opportunity to know and understand God's love for each of them through Christ. Students are encouraged to develop as leaders with a Christian worldview, integrating their faith into their daily lives.

AT A GLANCE

Grades: K - 8th grade

Enrollment: 305

Full-Time Faculty: 26

Part-Time Faculty: 12

Faculty with Advanced Degrees: 31%

Average Class Size: 21

Diversity of Student Body: 50%

Students receiving need-based aid: 15%

Operating Budget: \$2.8 Million Annual

Annual Fundraising Events:

- Planting Oaks Gala: \$60k
- Walk-a-thon: \$45k

HEAD OF SCHOOL

The Head of School serves as the central leadership figure of Calvary Christian School, reporting to the Executive Pastor of Ministry. The Head is responsible for the oversight of all faculty and staff, with the support of the administrative team. The Head of School should have a strategic view for the future direction of the school while continuing to enthusiastically endorse Calvary Christian School's mission and values, as well as the Calvary Church Statement of Faith.

QUALIFICATIONS

- Ideally a minimum of 5 years experience as a Head of School or Assistant Principal in a public or private Christian school
- Masters Degree in Education, Masters Degree in Administration preferred
- Professional Administrative Services credential and teaching credential; Minimum of 5 years classroom teaching experience
- Demonstrate a personal and growing faith in Christ and exemplify the Calvary Christian School values of love, integrity, faith, and humility.

TRAITS & CHARACTERISTICS

- Demonstrate maturity and patience, and energize others through personal passion and enthusiasm
- Be a visionary who is future orientated and embraces change, building on the strengths of the School as it moves towards the future
- Excel in an environment where there is an expectation of familiarity between the Head of School and the children, families, and staff
- Demonstrate skills in participatory decision-making, academic and public communication, educational innovation, and collaboration with a variety of constituents
- Display an accessible and approachable style, demonstrating a willingness to listen to new ideas, while also offering creative solutions to a variety of challenges
- Demonstrate an interest in school related activities and school families by attending cultural and athletic events, parent meetings, and community activities
- Demonstrate the ability to recruit, train, lead, motivate, and nurture outstanding teachers
- Display a level of refinement in communication to effectively interact with the well-educated families at Calvary Christian School

MANAGERIAL / PERSONNEL

- Supervise the following direct reports: Assistant Administrators and Office Manager
- Responsible for hiring and oversight of all faculty and staff with the support of the administrative team
- Develop leaders throughout the school community, providing opportunities for growth, direct guidance, and mentoring

EDUCATIONAL LEADERSHIP

- Provide strong leadership in all aspects of the educational program including academics, spiritual programs, athletics, fine and performing arts, community service programs and after-school program.
- Lead faculty and staff to effectively utilize research-based instructional strategies to enable students to meet the 21st century learning goals
- Further strengthen the academic reputation of CCS among other public and private schools and within the community
- Have a complete understanding of curriculum, instruction, and pedagogy and communicate that information to constituents

ABOUT US

Calvary Christian School takes our partnership with families very seriously. The ministry of Calvary Christian School is targeted to reach Christian and non-Christian families who desire a faith-based education for their children.

The school represents approximately 30 churches in the surrounding area. The school has 30% of its families in attendance in the sponsoring church, and a 10% discount applies to all Calvary Church school families. Financial assistance is provided to assist school families in need. The Calvary student body is a reflection of Orange County as families come from Tustin, Orange, Santa Ana and Irvine. Graduates from CCS typically matriculate to Orange Lutheran High School, Crean Lutheran High School or nearby public schools such as Foothill and Beckman High School.

"Your children are the greatest gift God will give to you, and their souls the heaviest responsibility He will place in your hands."
-Lisa Wingate

Calvary Christian School is committed to hiring high quality teachers and administrators who are fully committed Christians and seek to provide an outstanding academic education while investing in each child and family. Calvary's staff goes well beyond the classroom to encourage, support, and show love to students. From attendance at students' activities and sports outside of school, to calls and notes of encouragement, teachers and administrators show that they care. The resulting relationship of mutual trust and respect among teachers, staff, children, and parents is a unique and special aspect of the Calvary community.

ATHLETICS & ENRICHMENTS

CCS students in grades 5-8 can participate in a wide variety of after school sports including: boys' and girls' basketball, boys' and girls' flag football, girls' volleyball, co-ed golf and co-ed soccer.

All students expand their knowledge through grade specific enrichment classes that are taught by specialists who are experts in their field. Enrichments include: Chapel and Bible, Music, Fine Arts, Performing Arts, Physical Education and Library.



CALVARY
ATHLETICS

HALLMARKS OF EDUCATION

- Small class sizes allowing for individualized attention with an average of 21 students per class in Kindergarten - 8th grade
- Low teacher-to-student ratios enhanced by instructional assistants who work alongside the teacher in lower elementary school classes
- Approximately two classes per grade, which enable students to develop a range of friendships and interpersonal skills
- A campus with spacious classrooms, a state of the art science lab, developmentally and grade appropriate play areas, and recently renovated chapel
- Enrichment programs, leadership opportunities, and athletics to develop well-rounded individuals



HEAD OF SCHOOL



RESPONSIBILITY TO SCHOOL MINISTRY TEAM

- Attend all School Ministry Team (SMT) meetings and functions
- Serve as a resource for the SMT in developing new policies and provide monitoring reports in a Carver Policy Governance model.
- Keep the SMT Chair informed of all key aspects of school operations and bring to the Chair's attention issues that may require SMT action or education
- Represent the SMT decisions and policies to staff and parents in a genuinely positive manner when appropriate

RESPONSIBILITY TO CALVARY CHURCH

- Serve as member of the Ministerial Staff under leadership of the Executive Pastor of Ministry and attend staff meetings and functions
- Maintain a positive and collaborative relationship with the Calvary Church Board, Senior Pastor and church staff
- Actively participate as a member of Calvary Church and agree with the Statement of Faith

OPERATION / FINANCES

- Responsible for the day-to-day operations of the school and after-school program
- Responsible for sound fiscal management
- Work with the SMT, Church CFO, Parent Teacher Fellowship, and staff to maintain and enhance programs of excellence, identifying priorities, and exercising fiscal judgment
- Be an active participant in fundraising programs



STUDENT / FAMILY RELATIONS

- Take an active role in the admission process, recruiting new families
- Have a working knowledge of learning differences and the understanding of how to conduct Child Study Team Meetings
- Serve as liaison between teachers and parents to resolve classroom issues, when necessary
- Maintain school discipline policy in a consistent and respectful manner

EXTERNAL RELATIONS

- Oversee all internal and external school communications
- Serve as spokesperson for CCS with other educational institutions, associations, and the community at large
- Facilitate communication among all of the school's constituents and encourage participation in CCS

COMPENSATION

- Annual compensation will be commensurate with experience.
- A competitive salary and benefits package provided.

HOW TO APPLY

Launch Search: January 2017
Desired Start Date: June 2017

Calvary Christian School is fully accredited by the Western Association of Schools and Colleges (WASC) and Association of Christian Schools International (ACSI)

Please submit the following:

- Current resume
- Letter of application
- Written educational philosophy

E-mail to HOSsearch@ccschool.org

For info about Calvary Christian School and Calvary Church, visit:

- www.ccschool.org
- www.calvarylife.org

