

OPPORTUNITY PROFILE for the position of K-8 PRINCIPAL

Our Mission:

WCS, a ministry of the Westminster Presbyterian Church, exists to provide a high-quality, Christ-centered, academic education to the children of believing parents in the greater Elgin area.

Our School Verse:

"...And to know the love of Christ that surpasses knowledge, that you may be filled with all the fullness of God." Ephesians 3:19

Our Community:

Elgin, Illinois is situated on the banks of the Fox River, 40 miles NW of Chicago. Elgin ranks as one of the fastest growing cities in Illinois. As of 2007, Elgin's population was estimated to be 104,000.

Elgin is known for its historic architecture and landmarks from the Victorian era, including fine examples of homes in the Queen Anne style. Elgin is home to the Elgin Symphony Orchestra, a primary option for symphonic music in the northwest suburbs.



The School:

Westminster Christian School (WCS) is a ministry of the Westminster Presbyterian Church (PCA). WCS exists to provide a high-quality, Christ-centered, academic education to the children of believing parents in the greater Elgin area. The school was founded in 1978 and is located on 22 acres at the western edge of Elgin. A new high school wing was completed in 1999, and a facility to house junior high classrooms and a multi-functional gymnasium was completed in 2004. WCS has 462 students in grades Preschool through high school.

The instructional programs at WCS are traditional, teacher-directed, Christ-centered, core academics that use materials selected to reach goals and objectives developed by teachers and board committees through proper needs assessments. The program also includes instruction in art, music, computers, and physical education. The instructional program is defined as college preparatory with graduation requirements that exceed state prescriptions. WCS is accredited by ACSI (Association of Christian Schools International), with the most recent accreditation visit in 2006.

The student/teacher ratio is less than 1:20 with a commitment to a maximum of 18 students in a kindergarten class, and 25 students in other classes.

Westminster Christian Elementary School:

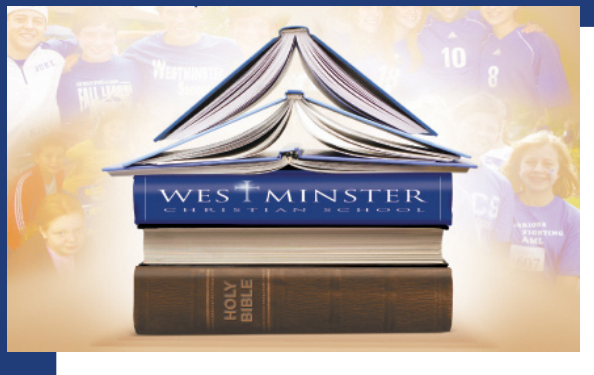
Students in the elementary program at WCS are educated in an environment that is caring and nurturing. Childlike faith and enthusiasm for education are channeled in an environment that allows students to excel and become exactly who God has made them to be.

Every day our students are learning and preparing for the future. WCS provides elementary students with the strong foundation on which to build. In addition to core academics such as math, reading, spelling, writing, science, and social studies, students are instructed in Bible, physical education, music, and art.

WCS is committed to high quality academics that allow all students to reach their God-given potential. The core of our philosophy of education is the conviction that all students are created in the image of God and each is uniquely gifted. We nurture and educate children in ways that allow them to discover, embrace, and develop their giftedness for a life in service to Christ. Our faculty and curriculum are built on a commitment to integrate Biblical principles into all aspects of our programs.

Co-curricular activities designed to enrich and expand classroom programs are built into the elementary school experience. These include:

- Weekly Chapel
- Spelling Bee
- Math Olympics
- Creative Writing
- Young Authors Club
- Challenge Math Program
- Speech Meet
- Library
- Chess Club
- Service Opportunities
- Field Trips
- Guided Reading Program



Westminster Christian School
2700 West Highland Avenue
Elgin, IL 60124
847-695-0310

www.westminsterchristian.org

The Position:

The principal is responsible for the day-to-day operation of preschool through 8th grade programs with direct oversight of all teachers and supporting staff. This person will also function as a member of the administrative team. The PreK-8 principal is responsible for the academic, spiritual and social quality of the programs, as well as enrollment growth. The philosophy of education at WCS is based on a Reformed world and life view acknowledging that God is the source of all knowledge, understanding, and truth. This world view must permeate all content and process. The principal must provide Christ-centered leadership to all faculty members as well as to students and parents. Primary leadership function includes the following:

- Vigorous program and staff development
- Vision-casting
- Leading for academic excellence and integrity in an environment of diverse learning needs, styles, and strengths

The principal is also responsible to foster community spirit and lead growth in a strongly integrated discipleship model. The principal reports to the WCS superintendent.

Qualifications:

1. Prior teaching experience, preferably within the PreK-8 range.
2. Has a minimum of 3 years experience as a principal with proven strengths in managerial responsibilities.
3. Has a minimum of a Masters degree in Education.
4. Has or is qualified to receive an ACSI All Levels Principal Certificate.

Application Requirements:

A completed application includes the following:

1. Current resume
2. Written Statement of Faith
3. Transcripts of college and graduate study (unofficial copies acceptable)
4. At least three letters of recommendation
5. List of references with contact information

Send completed application to:

Larry Kooi

CSI Consultant

Christian Schools International

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t: 1.410.562.7801

Westminster Christian School
K-8 Principal



Candidate Profile:

The ideal candidate will possess the skills and qualities listed below:

- God-centered. Demonstrates spiritual maturity, intimacy with God, emptiness of self and views self as chief of sinners.
- Professing member in good standing of a congregation committed to one or more of the Reformed confessions.
- Has a full understanding and committed embrace of Reformed and covenantal theology and is able to articulate, in both writing and speech, an integration of Reformed theology with a living, re-formational and transformational Christian school.
- An extrovert with a deep desire to engage in active discipleship and ongoing development, providing meaningful feedback and accountability to staff, students, and administrative team members.
- Has the ability to communicate vision as a chief spokesperson (internal and external) for a large portion of the school populace.
- Is open/cordial to a broad range of doctrinal stances held by families from a variety of evangelical traditions and able to converse pleasantly and truthfully with a view toward spiritual growth of self and others in theological or spiritual conversations.
- Must be highly skilled and prompt in communication, especially in conflict, speaking effectively to constituencies including students, faculty, parents, the board, and the community.
- Demonstrates knowledge and experience in all aspects of educational methodology, curriculum, and instruction. Has the ability to move easily between philosophy and practical application.
- Has knowledge and experience of curriculum leadership in the area of reading and literacy.
- Community builder, team builder, strategic thinker, and problem-solver.

Areas of Leadership:

- Spiritual leadership, guarding the primacy of Scripture in all areas of school function including Biblical integration in all subject areas.
- Instructional leadership including continued development of teaching and learning, curriculum development and implementation. Analyzes several forms of data including standardized test data. Is responsible for supervision of achievement testing and other testing programs such as the Developmental Reading Assessment (DRA).
- Leadership in Vision Casting including writing, speaking, and teaching as needed related to WCS plans and philosophy.
- Leadership in discipleship including the consistent application of Biblical processes to all communication.

Managerial Tasks:

- Manages human resources including hiring and dismissal of personnel.
- Implements and manages co-curricular activities including ACSI events, clubs and athletic programs.
- Manages ACSI certification and renewal for all teaching staff, PreK-8.
- Develops and implements the K-8 budget.
- Collaborates to develop and manage the master schedule for Middle School in conjunction with High School for program continuity. Works with Fine Arts and Athletics staff to ensure healthy function
- Works cooperatively with the Director of Resource Services to address the unique challenges of students, and facilitates instructional support.
- Promotes school safety by practicing the crisis management plan.