

Head of School

June 2010

Central College Christian Academy

975 South Sunbury Road

Westerville, Ohio 43081

The School

The Central College Christian Academy exists to support parents in their God-given responsibilities to train children in the way they should go and to nurture children in the love and admonition of Jesus Christ.

The Central College Christian Academy is a state- accredited co-educational school that is part of the ministry of Central College Presbyterian Church. Serving students, family, and church since 1998, CCCA promotes high standards of Christian conduct, academic achievement, social skills, and spiritual development. The Academy is licensed by the state of Ohio and offers a quality academic program in a small- school environment for children in kindergarten through grade six. Currently, the 120 students are led by 25 teachers and staff members.

All CCCA faculty members are licensed/certified by the state of Ohio with 50% having earned a Masters Degree. Curriculum for all grades is outlined by the Academic Content Standards for Ohio Schools. In addition to core academics, all students participate in art, music, physical education, technology, and Spanish taught by trained professionals. Religion is taught daily in every class, and a pastor-led chapel is held in the sanctuary every Wednesday.

The Opportunity

The Head of Central College Christian Academy, as the chief administrator and executive officer of the school, is expected to provide professional leadership in the development and implementation of the educational program. The head should be able to function effectively in the following areas: instructional and curricular planning; administrative organization; fiscal planning and implementation; personnel selection, evaluation, and development; facilities oversight; student support and management; as well as family and church relations. The Head will also oversee the growth and development of the school and will work in partnership with the school board. In addition, the Head works as a part of the church's children's ministry team and coordinates with preschool directors, Christian Education director, and other leaders of programs for children at Central College Presbyterian Church.

Job Requirements

Minimum Qualifications for Candidates:

- Unquestioned commitment to the role of Christian Schools in our culture
- Graduation from an accredited school with an advanced degree in an education-related discipline
- Successful teaching and/or administrative experience within grades k-8
- Willing to become a member of Central College Presbyterian Church
- Has, or is willing to acquire, an Ohio administrative license

In addition to the qualifications listed above, the ideal candidate will:

- Have successful experience as an administrator in a Christian school setting
- Be familiar with the state standards for education in Ohio
- Possess a deep appreciation for the unique learning styles and development of children
- Have strong communication abilities including style, content, and delivery to groups including the board, parents, teachers, students, and community. Can be a persuasive and articulate advocate for our school
- Have a working familiarity with accounting and financial issues
- Be personable, warm, and approachable
- Be a strong servant leader with the capacity to inspire others

Review of applications will begin promptly. Candidates should electronically submit the following:

- A current resume with details of experience
- A list of references (these will be contacted with your written permission and not until the semi-finalist stage of the search.) These should include, but not be limited to:
 1. Someone who knows you spiritually (i.e. pastor, minister, Sunday School teacher)
 2. Someone who is deeply familiar with your academic experience (i.e. senior faculty member, principal, etc.)
 3. Someone who currently reports to you or recently reported to you within the past 5 years.

Contact person: Mrs. Judy Markham

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