

**Summer Program Director  
Employment Opportunity (Part-time)  
Begins January, 2022**

**THE POSITION**

We seek a passionate professional to design and guide our expanding summer programs. This is a part-time position that will require about 200 hours during the school year and additional hours in the summer. Our desire is to develop ongoing summer programs that further fulfill our school's mission and provide unique Christ-centered opportunities for families in the area.

**Responsibilities Include:**

- Design a framework for a summer program, including probable classes and clinics, time-frame, and budget.
- Employ instructors and work with them to ensure a vibrant experience for participants
- Market the program to WCA families and beyond.
- Administrate the registration process
- Oversee the program while it is in session

**Qualifications:**

- A follower of Jesus Christ and personal agreement with our Statement of Faith
- Excellent communication skills
- Organizational aptitude and flexibility
- Competence with basic information technologies
- Demonstrated ability to establish and maintain effective working relationships
- Professional demeanor, teachable spirit, commitment to confidentiality
- Personal enthusiasm, optimism, and sense of humor
- Passion for Christian education. Knowledge of classical education is helpful

Contact: Jim Whiteman, Headmaster – [jwhiteman@westsideacademy.org](mailto:jwhiteman@westsideacademy.org)

*WCA's Mission: To integrate biblical truth with academic excellence so that our students will become leaders committed to impacting the world for Jesus Christ.*