WESTMINSTER ACADEMY

JESU DEFENDI

OPPORTUNITY PROFILE

HEAD OF SCHOOL

GREETINGS

FROM WESTMINSTER'S BOARD CHAIR, TIM KEITH

Dear Prospective Head of School Candidate,

Thank you for your interest in the Headmaster position at Westminster Academy. Our desire is that this Opportunity Profile will offer you a first glance at our school and the key characteristics needed in our next leader.

In the summer of 2014 Debbie Frazier made the transition from Head of Lower School to Interim Headmaster. Debbie's steady hand, attention to detail and passion for our school has been exactly what Westminster has needed. We believe that God is using Debbie's particular gifts and talents to lead Westminster in a uniquely effective way. Debbie's impact on our students, community and culture will reverberate for many years to come. With that said, Debbie is eager to return to her former role as God leads us in identifying our future leader.

We believe that the distinct mission of Westminster, as outlined in this document, has never been more important. It is not sufficient for faith to be merely an appendage to our students' lives. We must strive to equip them to engage the culture with a fully integrated and articulated understanding of truth. The Westminster community is unified in this mission and seeks a leader who shares this passion.

We encourage you to read through this Opportunity Profile and to further explore our website for additional information. If you are interested in pursuing this opportunity, please reference the Process of Candidacy page to begin the application process. If you have any questions, please contact Laura Coverstone (615-261-4623) or Ed Poff (860-983-0367), the Job*fit*Matter Consultants who are assisting Westminster Academy in this search.

Sincerely,

Tim Keith
Chair, Board of Directors

ABOUT WESTMINSTER

Westminster Academy is a JK-12 classical Christian independent school located in Memphis, TN, a city steeped in a culture of rich spiritual and musical heritage. Founded in 1996, Westminster enrolls just over 300 students.

A charter member of the Association of Classical Christian Schools (ACCS), Westminster is one of more than 200 private schools across the nation implementing this purposeful, powerful, and proven method of education that inspires students to become thoughtful, disciplined, and engaged learners who are encouraged to love God and to be captivated by His created world. This Christ-centered program emphasizes classical methodology - Socratic teaching which requires students to understand and grasp truth by exercising their own reasoning skills. Formal Logic, Rhetoric and Latin teach the skills of sound reasoning, disciplined investigation and persuasive communication.

Westminster Timeline

1996
Founded by 6 couples from 5 different churches
Total enrollment: 41

2000
Graduated first senior class of 7 students

2009
Handed out 100th diploma

2013
Graduated largest senior class of 34 students

Westminster by the Numbers

100%
College Placement

20%
of Seniors Earned National Merit Scholarships (Past 5 Yrs.)

300
Students

16
Max Class Size JK-5

18
Max Class Size 6-12

Figures based on 2014-2015 enrollment.

Mission

Westminster Academy offers parents a tool for teaching their children to reason, discern, and apply Truth by way of Scripture and the classical liberal arts.

Vision

Westminster Academy exists to fulfill its mission and to train, equip, and support others who share this same vision to start classical Christian schools.

Purpose

Westminster Academy's purpose is to glorify God.

Classical Christian Education Defined

Westminster Academy embraces classical Christian Education, defined as the cultivation of virtue and wisdom by nourishing the soul on truth, goodness, and beauty according to God's Revelation using the classical liberal arts. Its purpose is to train the soul (which is the seat of the mind, will, and emotions) to love that which is worth loving.

EDUCATIONAL PHILOSOPHY

LEARN FOR A LIFETIME

INDEPENDENT CLASSICAL CHRISTIAN EDUCATION

With an emphasis on the truth of God's revelation and the tradition of great thoughts of civilization, Westminster Academy has set as its goal to cultivate wisdom and virtue in the souls of its students in order that they may love that which is worth loving. By means of the classical liberal arts, Westminster trains its students to become lifelong learners and pursue those things which are true, good, and beautiful, becoming fully human and all that God intends them to be.

Education at Westminster Academy is intended to be Christian and classical in philosophy, content, and methodology. It strives to operate as an extension of the family under the assumption that the education of young people is the responsibility of parents. Westminster provides a biblically-based curriculum and teaches all subjects as part of an integrated whole with the Scriptures at the center. Westminster Academy is committed to the belief that God is a personal God who is present, interacts, and reveals Himself through all aspects of creation.

TO LEARN MORE, SEE THESE WA VIDEOS:

What Does Socratic Teaching Mean?

Faculty and Parents Reflect on their Children's Education

WA Student Describes How She Sees the Fibonacci Sequence

STUDENT LIFE

COMMUNITY FOR A LIFETIME

HOUSE SYSTEM

The goal of the Westminster house system is to build community among the student body, bridging the gaps of age and grade. Each house is made up of students from 7th through 12th grade, allowing students to grow together and act as a support system to develop leadership, character, and friendship.

Patterned after a traditional approach to the social aspects of a school, the houses are named for faithful men from early periods of history of the church – Athanasius, Becket, Boniface, and Columba. The names were chosen because these men remind us of the struggles that the early church faced and of the faithfulness of God in working through His people to further establish and nourish His kingdom. Therefore, their stories are encouraging and their lives of obedience are worth emulating, in that they point us to be obedience of Christ.

For a closer look at this semi-annual event, see https://vimeo.com/119868532.

ATHANASIUS HOUSE | **BECKET HOUSE** | **BONIFACE HOUSE** | **COLUMBA HOUSE**

PROTOCOL

The Protocol Course is a unique aspect of the Upper School curriculum at Westminster. Throughout each year, each grade considers a particular area of etiquette and how one might demonstrate the love of God through its principles in both everyday life and special occasions. More than just learning what fork to use for dinner, how to make an introduction, and how to prepare for an interview, this training seeks to complement the instruction students receive in the classroom; as the school seeks to cultivate wisdom and virtue in its students, it strives to equip them not only with the skills to reason, discern, and love God's Truth, but also with skills and principles to embody Christ's humility and graciousness.

SPIRITUAL LIFE

FAITH FOR A LIFETIME

With Scripture as the foundation and lens for truth, Westminster's goal is to help students understand who God is, who they are, and how they might flourish as human beings to become all that God intends. The Westminster faculty have the privilege to pass on this cultural inheritance to the next generation: the combination of classical and Christian thought that has served as the foundation of Western civilization to our own day.

An open enrollment school, Westminster admits all students regardless of faith background. At the same time, Westminster Academy provides a biblically-based curriculum and teaches all subjects as a part of an integrated whole with the Scriptures at the center. Confessional, orthodox, reformed theology governs and pervades every subject taught.

Westminster provides a culture designed to stimulate and encourage students to pursue an active faith through their own personal relationship with God the Father through Jesus Christ.

The full Westminster Academy Statement of Faith may be found at www.wamemphis.com/statementoffaith.

ATHLETICS

TEAMMATES FOR A LIFETIME

Teaming competition with character development creates a path to excellence in sports at Westminster. As Christ-centered athletes, we aim to glorify God through our endeavors on the court and on the field. By instilling in students a love for competition, our athletic program not only develops their physical and mental skills, but builds their character. In our sports program, competitive drive is fostered equally with a distinct emphasis on virtue when facing the opposition. Through victory and defeat, our students represent Christ.

SPORTS

CROSS COUNTRY
SOCCER
VOLLEYBALL
TRACK
BASKETBALL
SWIMMING

2014 – 2015 SCHOOL YEAR

6	30	32	279	1
Sports	Coaches	Teams	Jerseys Worn	Community

Students have the opportunity to play additional sports through affiliations with a cooperative sports program.

EXTRACURRICULARS
OPPORTUNITIES FOR A LIFETIME

Westminster Academy's extracurricular activities are selected based on their capacity to apply, practice, and strengthen the skills emphasized in the academic program and to build community. Engaging our broader community provides opportunities for competition, leadership, and service. In community service, we call our students to look beyond themselves to the needs of our city, to serve and reflect Christ's love. Both service and competition serve to help students discover their gifts and hone their skills.

ORGANIZATIONS AND STUDENT ACTIVITIES

AMBASSADOR PROGRAM
CHESS CLUB
COMMUNITY SERVICE
HOUSE COMPETITIONS
MOCK TRIAL
SELECT CHOIRS (ELEMENTARY, MIDDLE, UPPER)
WORDSMITH
YOUTH IN GOVERNMENT (MIDDLE, UPPER)

STUDENT ACHIEVEMENTS

EXCEL FOR A LIFETIME

The classical Christian method of education has been producing great leaders and thinkers for hundreds of years. We are very proud of the success rate of our graduates when it comes to college acceptance.

Below are just a few of the outstanding colleges and universities that have granted admission to Westminster Academy Graduates.

- Auburn University
- Calvin College
- Duke University
- Emory University
- Furman University
- Georgetown University
- Georgia Institute of Technology
- Grove City College
- Hampden-Sydney
- Kings College
- Northwestern University
- Oxford University, England
- Rhodes College
- Rice University
- Southern Methodist University
- Texas A&M
- Texas Christian University
- University of Chicago
- University of St. Andrews, Scotland
- University of Tennessee
- University of Texas, Austin
- Vanderbilt University
- Washington & Lee
- Wheaton College

For a full list of college acceptances, see www.wamemphis.com/collegeacceptances.

HEAD OF SCHOOL
PROFILE

THE POSITION

The WA Head of School serves as the chief executive, academic, and spiritual leader of the school.

WA is a 501(c)(3) non-profit corporation. The Board of Directors is self-perpetuating; new members are recruited, appointed, and trained each year, serving up to two successive 3-year terms. The Board is charged with ensuring the long-term, mission-based, sustainable success and viability of the school. Its focus is setting the strategic direction of the school. The only administrative function of the WA Board is to support and evaluate the performance of the Head of School, which is guided by board policy and the priorities articulated in the Strategic Plan.

The Head of School is responsible for managing the day-to-day operations and activities of the school and implementing the strategic plan. As such, he/she oversees all employees and volunteers, either directly or indirectly, to achieve the Board's established ends.

Currently, the Head of School's leadership team consists of the Head of Upper School, Head of Lower School, Director of Development, Director of Admissions, Controller, and Athletic Director.

LEADERSHIP CHARACTERISTICS OF THE IDEAL HEAD OF SCHOOL

Faith

- Demonstrates a strong personal faith by modeling and encouraging faithful living among the faculty and staff, parents, and students, and by active membership in an evangelical church
- Espouses and can effectively communicate a Reformed Christian theology and worldview in clear alignment with the WA Statement of Faith

Institutional Leadership

- Articulates and advances the mission, vision, and purpose of WA, effectively directing consistent implementation of the classical Christian model in the curriculum, classroom, and school community
- Leads strategically by casting vision, raising institutional expectations, setting measurable goals, and charting steps to accomplish them
- Inspires the school community with enthusiasm and integrity
- Effectively collaborates with the Board of Directors

Organizational Management

- Effectively organizes resources to establish exemplary curriculum, school culture, development, admissions, athletics, and co-curricular activities
- Actively invites and considers different points of view, acting decisively and communicating decisions clearly
- Recruits, supports, and retains high quality faculty and staff
- Oversees effective communication with the entire WA community

LEADERSHIP CHARACTERISTICS OF THE IDEAL HEAD OF SCHOOL

Academic Leadership

- Enthusiastically implements WA's unique classical Christian model of education with its integrated curriculum and skills approach to teaching and learning
- Execution of effective instructional performance, support, and evaluation
- Promotes high academic expectations, seeking the success of each student

Financial, Enrollment, and Development Experience

- Designs and manages a complex, innovative budgeting and financial planning process
- Actively engages with advancement staff in fundraising and donor cultivation
- Stimulates significant growth in enrollment through active retention of students and encouragement of creative marketing initiatives
- Manages advancement activities with clear expectations, metrics, and accountability

Relevant Experience and Demonstrated Success

- At least five successful years of experience in an executive role similar in scope and complexity to Westminster
- Master's degree (or equivalent) and demonstrated commitment to lifelong learning

EXPECTATIONS OF THE HEAD OF SCHOOL

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

Following are the key priorities the Board is focused on as it develops a new Strategic Plan:

- The Head of School will lead the design of an integrated plan to increase enrollment, fund operations through tuition, increase giving capacity and performance, and establish a more competitive faculty salary structure
- The Head of School will recruit, hire, and retain exceptional talent
- The Head of School will ensure consistent delivery of the classical Christian model
- The Head of School will build trust among parents through the timeliness and quality of proactive problem solving and communication
- The Head of School will oversee and maintain ACCS accreditation, thereby expanding academic and athletic opportunities for students
- The Head of School will continue to advance the Math and Science departments

CURRENT AREAS OF STRATEGIC FOCUS

It is crucial to underscore that these areas have been designated as priorities in support of the mission, not as additions to or as replacements for the mission.

Academic Support – To materially impact the culture with our mission requires that we send significant numbers of students with diverse talents and interests into the world. It is therefore fundamental that we continually ask ourselves how we can make this education more accessible to more students without compromising academic standards basic to the model. We have often said that a Westminster education is designed to be a tool for families. Keeping families together by supporting a wide range of student profiles is a top priority.

Campus – At the most basic level the sustainability of our model requires forward planning for our school's campus. At a higher level, the aesthetics of our surroundings have the potential to inspire a love for beauty and a love for learning. Both the practical and aspirational aspects of this issue make it an important component of our Strategic Plan.

Athletics – Training the body is a core component of a classical Christian Education as articulated in the Westminster Model Document. This does not mean athletics for athletics sake; rather we must ask ourselves how our athletic program serves the mission and model. Well-administered, competitive, and financially sustainable programming is an absolute priority.

The Board is currently studying each of these three subjects and will incorporate recommendations into the school's five-year strategic budget plan.

LOCATION

At one time known as the "City of Churches," the Memphis community is home to Federal Express, Autozone, and The Grizzlies NBA team. Resting on the mighty Mississippi, Memphis offers a beautiful climate with a spring and fall that go on forever, including more warm days annually than Jacksonville, Florida!

The city of Memphis has a population of 650,000 and, the Memphis Metropolitan Statistical Area boasts a population of 1.4 million, making it the 20th largest city in the country. Its important location puts it at the crossroads of America, and is one of the nation's most significant transportation centers.

For the family, great food, great music, and fabulous cultural events add to an impressive list of venues; museums, art galleries, convention centers and a world class zoo to mention a few. Among the historic attractions of Memphis are the Cotton Exchange, Stax Records, Beale Street, and the Lorraine Motel/Civil Rights Museum. Memphis also has a vibrant Christian community consisting of over 2,000 churches and fellowships. Memphis has all the amenities that come with being the 20th-largest city in the U.S. but with a cost of living nearly 14% below the national average.

Reflective of the Memphis community, Westminster Academy has a commitment to pursuing racial and economic diversity within its own walls as well. Additionally, Westminster is committed to maintaining a denominationally diverse student population. Currently, students of a variety of denominations/church affiliations attend Westminster, including those of Presbyterian, Episcopalian, Anglican, Methodist, Baptist, Catholic, Orthodox, and non-denominational backgrounds.

THE PROCESS
OF CANDIDACY

If, after reading this Opportunity Profile, you sense that the gifts and experience God has given you are an initially good match for Westminster Academy, we invite you to begin the inquiry process. We handle all candidate information and conversations confidentially. You may contact Laura Coverstone at any stage of the process for more information and to ask questions (see contact information below).

Please provide the following documents for review:

- A current resume or CV.
- Responses to the following questions:
  1. Tell us about your spiritual journey.
  2. Please explain your personal educational philosophy.
  3. How would you articulate the importance of classical Christian education to prospective parents and donors in Memphis' competitive independent school environment?
- 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 position at Westminster Academy. (References will only be contacted after we have requested and received your permission to do so.)

Submit this information in Microsoft Word (.doc) format to:

Laura Coverstone
Job*fit*Matters
resumes@simainternational.com
Phone: (615) 261-4623

In the subject line of the email, please write "Head of School-Westminster".

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