



GRACE
CHRISTIAN SCHOOL

OPPORTUNITY PROFILE

Head of School

Raleigh, North Carolina



Greetings

FROM KYLE BROWN
Chairman, Board of Trustees

Dear Prospective Head of School Candidate,

Thank you for your interest in the position of Head of School at GRACE Christian School. GRACE is a loving community that spiritually and academically equips, challenges and inspires our students to impact their world for Christ. We invite you to get to know us through the pages of this Opportunity Profile and see for yourself the reasons we have been one of the fastest growing Christian schools in Raleigh in recent years.

When families at GRACE Christian School are asked what they like best about the school, overwhelmingly their responses include the words “loving, caring, community, and academically challenging.” Experiential and ministry opportunities are designed to encourage students to develop their strengths and find God’s path in their lives. GRACE Christian School recognizes each student as an individual with unique gifts, talents, interests and challenges. Our goal is for GRACE students to graduate spiritually mature, academically prepared, and mentally confident.

GRACE embraces technology at every grade level with SMARTBoards in every elementary classroom and MacBook Air computers for every student in grades 4-12. In all grades, teachers use technology to help provide differentiated learning opportunities for students with varying learning styles and abilities. All GRACE teachers are degreed and certified educators that provide academic rigor while fostering a safe, loving, and caring environment. GRACE is accredited by both ACSI and AdvancEd (SACS) with the highest rating a school can receive.

Families in the Research Triangle have come to know and respect GRACE for its caring community, its focus on outreach and community service, its commitment to athletics and fine arts, and as a superior option for their education. As a result, GRACE has had enrollment growth from 494 to 751 students in the past five years. GRACE is committed to offering a rigorous academic program and GRACE graduates receive numerous college acceptances. GRACE graduates are characterized by standardized test scores that exceed the local public schools and rival most private schools in the area. As we look to the future, we seek a leader who embraces all that GRACE has become and all that we have the potential to be. We are excited to see what God has established for us under the leadership of a new Head of School.

Please review this profile and familiarize yourself with the leadership characteristics we seek. You’re invited to pursue us further if you believe your gifts and abilities might align with our leadership needs. 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 *JobfitMatters* Consultants who are assisting us in this search.

Sincerely,

Kyle Brown
Chairman, Board of Trustees

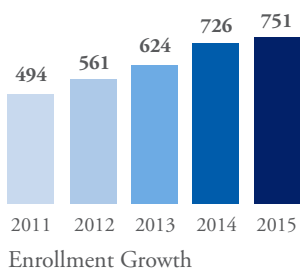
Overview

GRACE Christian School stands out as a caring, academically rigorous, unashamedly Christian, and surprisingly affordable TK-12 school in the Raleigh area. For these and many other reasons, GRACE has grown from roughly 550 students to 750 students in just over three years. Excitement and energy fill the halls of the two campuses as students prepare for college, enjoy increasing athletic opportunities, participate in the arts, serve the community around them, and experience leading-edge technology through SMARTBoards and 1:1 MacBook Air laptops for 4th-12th graders.

GRACE strives to be a loving community both within the walls of the school and in the surrounding community. GRACE students of all ages have many opportunities to expand their understanding of the world beyond Raleigh, North Carolina. High School students serve local and distant communities and participate in international enrichment opportunities.

GRACE (Greater Raleigh Area Christian Education) Christian School was founded in 1984 as a ministry of Mt. Olivet Baptist

Church and has grown to become an independent Christian school accredited by both the Association of Christian Schools International (ACSI) and AdvanceEd. GRACE holds the highest rating with both these organizations.



GRACE is a loving community that genuinely cares for each and every student in a personal way. The academic, fine arts, athletic and social programs are designed to challenge and inspire students to develop their God-given gifts and talents as they develop into the young men and women God has designed them to be.

Emphasis on Spiritual Maturity

As the school works toward equipping our students spiritually, GRACE desires to see modern day Davids whose hearts are after God, Daniels who will not bow down to man, Josiahs who will stand for righteousness in this generation, and Pauls who will proclaim truth and encourage the church to be all she is meant to be. Bible classes, weekly chapels, a strong focus on outreach and spiritual growth, one on one teacher and student mentoring, missions trips and community service events all help to accomplish this mission.



Engaging the World: Missions & Community Service

During the last three years



28 Students

participated in domestic missions trips to Kentucky



69 Students

participated in international missions trips to Costa Rica



51 Students

participated in enrichment trips to Canada, England, France, and Spain



36 Czech Republic Students

visited GRACE High School classes as part of an American enrichment program.



8,155+ Service Hours

Students volunteered in the community, including two school-sponsored community service days each year.



In 2015, GRACE hosts its first Love Where You Live 5K with 100% of the race proceeds supporting community service partners domestic and abroad.



Athletics

The GRACE athletic program provides an atmosphere where student-athletes can develop their physical, mental, social, emotional and spiritual gifts through the avenue of athletic competition. GRACE athletics desires to be a catalyst that helps develop a lifestyle of character, integrity, discipline, hard work and leadership. Athletics provide a wonderful opportunity to develop and practice skills and lessons that are learned in the classroom. GRACE's athletic teams compete in the Eastern Plains Independent Conference (EPIC) in the North Carolina Independent Schools Athletic Association (NCISAA). The Mens' Cross Country Team is the 2011, 2012 and 2013 Division 2A State Champions and finished 3rd in the 2014 State Meet.

Technology

GRACE uses digital resources to transform and accelerate education through technology for all students in transitional kindergarten through 12th grade. Launched in August 2011, the self-named E4 technology initiative provides MacBook Air laptops for each student in 4th-12th grades and a SMARTBoard interactive system for each elementary classroom. The goal of the E4 initiative is to Embrace technology to better Engage and Empower students to Excel as lifelong learners. The E4 initiative aligns with and advances GRACE's mission, vision, and core values. The technology goals for GRACE align with the National Education Technology Standards for the Digital-Age Classroom. The technology initiative dramatically advances student learning and increases opportunities for collaboration and differentiated instruction. Technology tools are used to challenge students in higher-level thinking skills, inspire students to become lifelong learners, and prepare GRACE students for digital citizenship.

The board of GRACE is seeking a Head of School with a strong personal Christian faith, a passion for students, and a commitment to Christian education. The next Head of School will have the opportunity to continue and expand the good work that has shaped GRACE into the school it is today. Trusting in the Lord's continued blessings, the next Head of School will build on the recent enrollment growth with focus on best practices for academic excellence, spiritual growth of the school, and continuous improvement. The selected candidate will also have a track record of fundraising success and a desire to focus on growing the resources with which to expand facilities, add programs, and increase offerings.

For more information about GRACE, visit the website at www.gracechristian.net.

GRACE's Technology Infrastructure includes:



600 Laptops

(MacBook Air 11") provided inside standard tuition



Wireless Network

Fully wireless network connected to 200mbps fiber internet connections



IP Voice Services

Hosted IP Voice services tie together three campus buildings



Internet Filtering

Managed internet filtering provide internet safety at school and at home using GRACE-provided laptops



Online Assignments

All school assignments for grades 7-12 and grades for all students via web services



Philosophy of Education

GRACE is first and foremost an academic institution that seeks to equip, challenge, and inspire our students to love learning, to think critically and to apply their knowledge and wisdom to affect their world for Christ. The educational process at GRACE Christian School is based upon the belief that the Triune God is the Creator of all that exists and is the Author of all truth. God chose to reveal Himself and His truth through the Word of God and through His creation. God's Word is thoroughly integrated into every subject and activity. The rigor in all classes prepares our students to compete in every academic arena in order to develop community and world leaders who will stand for biblical standards in a fallen world. Proverbs 1:7a, Matthew 6:33, Proverbs 2, Genesis 1:1, Colossians 1:15-17, Philippians 2:1-16 and Psalm 119:99.

The education at GRACE Christian School, also, is designed to help students and families come to a personal knowledge of the Lord Jesus Christ and develop a biblical worldview that will equip them to live a life of service for God. Man is greatly loved and highly valued by God, despite his sinful nature. God's love is demonstrated in the saving work of Jesus Christ. Students will be prepared to understand from God's perspective how to relate, serve and evaluate the world in which they live. The goal is to equip students to think and act in a Christ-like manner. Acts 4:12, John 3:16, Romans 5:8 and I John 3:16.

Students are a gift to their parents. GRACE desires to come along-side parents to help raise their students in a manner that honors and glorifies the Lord. GRACE desires to partner closely with parents and actively encourages parental involvement in our school. Psalm 127:3, and Deuteronomy 6:5-9.

Ephesians tells us that God has a plan for everyone's life. Each person is uniquely created by God and is specifically designed to accomplish His plan. Recognizing that each child is unique and is gifted differently, GRACE desires to provide a loving atmosphere which will allow each student to identify and develop his or her gifts and talents. Every individual has worth to God; therefore, we should demonstrate His love by providing an atmosphere of love, respect and acceptance for every student. Ephesians 2:10, Jeremiah 29:11 and I Corinthians 12:4-6.

Mission Statement

GRACE Christian School is a loving community that spiritually and academically equips, challenges, and inspires students to impact their world for Christ.

Vision Statement

Students at GRACE Christian School will be grounded in God's Word and challenged to achieve academic excellence as they prepare to use their gifts and abilities effectively to follow God's plan for their lives.

Statement of Faith

The Scriptures

We believe that the Bible was written by men divinely inspired by the Holy Spirit and is the record of God's revelation of Himself to man. It is the perfect treasure for divine instruction. It has God for its author, salvation for its end, and its contents are without error. It will remain to the end of the world, the true center of Christian union and the supreme standard by which all human conduct, creeds, and religious opinions are tried.

God

We believe that there is only one living and true God – immortal and invisible. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite, holy and perfect. The eternal God reveals Himself to His people as God the Father, God the Son, and God the Holy Spirit, with distinct personal attributes, but without divisions of nature, essence or being.

Man

We believe that man was created by the special act of God, in His own image, and is the crowning work of His creation. In the beginning, man was innocent of sin and was endowed by his Creator with freedom of choice. By his free choice, man sinned against God and brought sin into the human race. Through the temptation of Satan, man transgressed the command of God and fell from his original innocence; whereby his descendants inherit a nature and an environment inclined toward sin; and as soon as they are capable of moral choice, become transgressors and are under condemnation. Only the grace of God brings man into His holy fellowship and enables man to fulfill the creative purpose of God – “to glorify God and enjoy Him forever”.

Statement on Marriage, Gender & Sexuality

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27.) Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term “marriage” has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen 2:18-25.) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor 6:18; 7:2-5; Heb 13:4.) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt 15:18-20; 1 Cor 6:9-10.)

We believe that in order to preserve the function and integrity of GRACE Christian School as the local Body of Christ, and to provide a biblical role model to the GRACE Christian School members and the community, it is imperative that all persons employed by GRACE Christian School in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matt 5:16; Phil 2:14-16; 1 Thess 5:22.)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom 10:9-10; 1 Cor 6:9-11.)

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31; Luke 6:31.) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of GRACE Christian School.

Salvation

We believe that salvation includes every divine action on behalf of the believer, from deliverance out of his lost estate to his final presentation in glory, conformed to the image of Christ. The believer was saved when he, by grace through faith in Jesus Christ, died to sin and was spiritually born again as a child of God.



Core Values

GRACE academically prepares students for life

GRACE is an academic institution that seeks to equip, challenge and inspire students to love learning, think critically, and apply knowledge, wisdom and understanding. GRACE utilizes diverse teaching methods, experiential learning and the latest technology to prepare all students effectively to succeed in college and career, while impacting their world for Christ. (Proverbs 2:1-11, Proverbs 1:7, Proverbs 22:6, Proverbs 9:9-10 and John 17:15,18)

GRACE spiritually equips students to live for Christ

GRACE encourages each student to have a personal relationship with Jesus Christ, Christ-like love for others, Godly character, spiritual growth, discipleship and service as a high calling. GRACE students develop a thoroughly biblical world view that will equip them to evaluate and live effectively in their world. (Matthew 16:24-26, John 14:6, Mark 10:43-45, John 12:26, Proverbs 3:5-6 and Colossians 2:8)

GRACE seeks to develop each student's gifts and abilities

God has uniquely designed each student with various gifts, and GRACE strives to help its students identify and develop their strengths, and overcome their weaknesses, in order to prepare students fully to live out their faith, pursue their passions, and follow God's plan for their lives. (Psalms 139:14,16, Ephesians 2:10, Exodus 31:3, Jeremiah 29:11-13, and Jeremiah 10:23)

GRACE is a loving community working together in common purpose

GRACE strives to cultivate a loving community in which each student is valued, nurtured and loved, and, likewise is taught to love and respect others. GRACE teachers are mature Christian role models who strive to teach effectively and love each student. GRACE partners with parents in the education and spiritual development of their children and actively encourages parental involvement. (Philippians 2:2-5, Jeremiah 32:39, Ephesians 4:32, I Corinthians 13, Matthew 18:15-16,20, Ephesians 4:29, Galatians 5:23, Luke 6:40, Titus 2:7, Deuteronomy 6:6-7, Psalms 78:4 and Psalms 133:1)

GRACE operates with integrity under God's leading

GRACE adheres to biblical principles, demonstrates operational integrity, stewards all available resources, welcomes stakeholder participation, exhibits a Christ-like witness, and seeks God's leading in all matters. Each trustee, administrator and teacher testifies to a personal relationship with Jesus Christ and commits to serve faithfully at GRACE. (Matthew 6:33, I Corinthians 10:31, Proverbs 16:9, and Hebrews 13:18)

Expected Student Outcomes

We expect GRACE Christian students to grow to:

- be fully devoted followers of Jesus Christ
- be academically prepared for the college or career of their choice
- be engaged in impacting their world positively through their own unique talents and abilities
- develop a Christian worldview and thorough knowledge of scripture to share and defend their faith
- possess the critical thinking skills, creativity and confidence to handle opportunities and adversities
- demonstrate the character of Christ in all areas of everyday life
- love and serve others consistently



History

GRACE Christian School began in 1984 as Mount Olivet Christian School. The senior pastor of Mount Olivet Baptist Church and a number of parents and educators within the church had a desire to provide a Christ-centered education for boys and girls in Raleigh. When the school opened in the fall, it began with preschool through third grade students. In the early 1990s, the middle school grades were added and in the 1994-1995 school year, with the blessing of Mount Olivet Baptist Church, the school became an independent Christian school called GRACE Christian School. The name was chosen for the word “grace” – remembering the grace given to us by our Savior. GRACE stands for “Greater Raleigh Area Christian Education” – signifying the vision to reach beyond the school’s immediate neighborhood. After just a couple of years, GRACE began its own high school adding a grade each year. The campus at 801 Buck Jones Road opened in the fall of 2003 complete with a science lab, computer lab, dance studio, and gymnasium. The first senior class graduated in the spring of 2004.

The move to the new building allowed GRACE the space to grow and to provide Christian education for many more children and youth. Curriculum choices were expanded to provide students with a rigorous college preparatory academic program taught from a Christian worldview. The high school curriculum expanded to provide the challenge of both honors and Advanced Placement® classes for academically gifted students. In addition, both the fine arts and athletics programs grew. Both middle and high school students became involved in community outreach and annual mission trips. Graduates of GRACE were accepted into a variety of colleges and universities.

Interest in the school and enrollment increased so much that, in just five years, more space was needed. In the fall of 2008, the 7th – 12th grade classes moved into two beautifully renovated buildings at 1101 Buck Jones Road, the new Crossroads Campus. As first year middle school students, sixth graders remain at the Raleigh Campus allowing students a smooth transition into middle school scheduling and opportunities to provide student leadership to the elementary school.

Today, in its 32nd year of operation, GRACE Christian School continues to provide a Christ-centered education to hundreds of young men and women. The Lord has blessed the school with a highly qualified staff of Christian teachers who provide instruction that prepares students both spiritually and academically. All teachers are degreed and certified educators. Board leadership and parent involvement are also strengths of the school. The school’s strong sense of community provides a loving atmosphere where students are encouraged and inspired to develop and use all the abilities God has given them.

BEGAN IN
1984

At a Glance

GRACE Christian School is an independent Christian school with an enrollment of over 700 TK-12 students in Raleigh, North Carolina.

Accreditation

GRACE Christian School holds dual accreditation with the Association of Christian Schools International (ACSI) and AdvancED.



Enrollment



- Transitional Kindergarten (TK): 14
- Elementary School (K-5): 339
- Middle School (6-8): 188
- High School (9-12): 221



- Caucasian (90%)
- Other (4%)
- African American (2%)
- Asian (2%)
- Hispanic (2%)

82

Faculty Members

16

Average Class Size
(High School)

20

Maximum Class Size



Student/ Faculty Ratio
(High School)

Financial

- Annual Budget 2014-2015: \$7 million
- Giving for 2013-2014: \$120,000
- Total Debt: \$4.5 million

Tuition

(For more tuition information, see [Tuition and Fees](#).)

- High School: \$9,200
- Middle School: \$8700
- 1st-5th Grade: \$8,125
- Kindergarten: \$7,175

Financial Aid

The Board of Trustees allocates up to 3.5% of the tuition income received to need-based financial aid. As of 2014-2015, GRACE is also participating in the North Carolina opportunity scholarship program where the school matches 110% of the funds received from the state for students qualified through the program.

Class of 2015

Standardized Test Results

- SAT® Results: 2160 | Top 10%, Class of 2015
- ACT® Results: 32 | Top 10%, Class of 2015
- SAT® Results: 1787 | Class of 2015 Average
- ACT® Results: 27 | Class of 2015 Average

College Acceptances and Matriculations



Graduating Seniors

35

Matriculated to 4-year colleges and universities

4

Matriculated to 2-year institutions

A complete list of college acceptances 2012-2014 (216 students) may be found [here](#).

Advanced Placement® (Grades 10-12)

Fourteen (14) AP® courses offered include: AP Biology, AP Calculus AB, AP Calculus BC, AP Chemistry, AP English Language and Composition, AP English Literature and Composition, AP French Language & Culture, AP Microeconomics, AP Physics 1, AP Spanish Language & Culture, AP Statistics, AP United States History, and AP US Government & Politics, AP World History.

- In May 2015, 80 students took 169 AP exams (61% of eligible students)
- 81% of students scored a 3 or higher on at least one exam
- 72% of the AP exams received scores of 3 or higher (2014-2015 school year)
- 2 National AP® Scholars
- 10 AP® Scholars with Distinction
- 2 AP® Scholars with Honors
- 9 AP® Scholars



Head of School Profile

The Head of School (HOS) serves as the spiritual and academic leader of GRACE Christian School (GCS) and reports directly to the Board of Trustees as its only employee. The primary role of the HOS is to fulfill the mission of the school through establishing an organizational structure that empowers his/her direct reports in their functional area and collaborating with the board to insure that the school is operating consistent with the mission. In addition, the HOS is responsible directly, or through delegation to staff, for the well-being of all students, for the spiritual health of the school, for academics, personnel, parent relations, community relations, program development, financial management, fundraising/institutional advancement, and a positive synergistic relationship with those that interact with GCS through athletics, fine arts and shared facilities. The HOS is responsible for ensuring that resources are directed to fulfilling the mission and vision and the strategic plan of GCS established by the Board of Trustees.

Current members of the leadership team reporting to the Head of School include: TK-6th Grade Principal, 7th-12th Grade Principal, Chief Financial Officer, Development Director (not yet hired).

To understand the Head of School position at GRACE Christian School, below we have outlined three sections. First, we present the Leadership Qualifications, or how the leader should be gifted to lead. Next, we outline the Expectations, or the *results* the GRACE Board expects from the next Head of School. Finally, we outline the Responsibilities found in the traditional job description, or what needs to be done.

Leadership Qualifications

The GRACE Head of School will be a committed Christian and demonstrate a vibrant relationship with God. This person will be an evangelical Christ-follower, an active member in an evangelical church, and agree with the GRACE Statement of Faith.

- The next Head of School will have an engaging personality, genuinely captivated by and caring about all the constituent groups of the school. Ideally, the leader will be equally passionate about students at the elementary, middle and high school levels. This person should have an empowering, servant leadership management style, adept at listening, building consensus, and energizing and inspiring both staff and community on adjacent campuses.
- As the ultimate spiritual, academic, and financial leader of GRACE, this person will be knowledgeable and confident in making decisions that impact a broad constituency. The next Head of School must have the skills and background to effectively lead, manage, empower and mentor a dedicated, energetic administration and faculty.
- The right leader will lead with transparency and openness and receive an appropriate level of accountability. This person will have the gifts and experience to build a high performing team and keep them engaged.
- GRACE Christian School's next Head of School will embrace and advance the school's mission and be able to enthusiastically communicate the vision to others. Strong written and verbal communication skills are foundational and should be compelling, courageous, and inspirational as vision is cast on a daily basis. An ability to openly collaborate with the GRACE Board to translate the mission and vision into a strategic/operational plan is critical. This person has a proven record of understanding and leading major gift fundraising/marketing.
- The right candidate has earned a master's degree. Possessing a Ph.D. or Ed.D. is an advantage. This person ideally has a minimum of 5-10 years' experience in a senior administrative/leadership position, preferably in a Christian school. Classroom teaching experience is a plus. The next Head will have an ACSI certification or will complete the requirements within five years of commencing position at GRACE.



Expectations

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, parents, and other constituent groups. GRACE is positioned well in the Research Triangle Park area, and the demand for GRACE will likely continue to increase. The next leader will be key in stewarding growth and charting a course for GRACE's future within the mission and vision set by the board.

The board will develop a strategic plan that will be refined in collaboration with the new Head of School.

The following main objectives serve as a foundation for the strategic plan:

- Protect and advocate for the mission of the school and further integrate the mission into every fiber, all decisions and events, etc. of the community - to be an affordable, evangelical, loving Christian school with an outstanding academic program.
- Lead a renewed focus on the spiritual development of the GRACE students and the integration of faith and apologetics in every classroom.
- Provide visible, relational, spiritual leadership for the school, its students, and faculty.
- Steward ongoing enrollment demand by ensuring best practices in aspects of the school, ongoing training and mentoring of staff, and continued encouragement of GRACE's staff and faculty.
- Steward ongoing enrollment demand through expansion and improvement of facilities consistent with the strategic plan. The Head of School will collaboratively develop a strategy for future facilities.
- Oversee and drive development efforts to launch future capital campaigns, grow the annual fund, and increase the endowment.
- Inspire the board, staff, and parents toward the school's vision.

Responsibilities

ORGANIZATIONAL LEADERSHIP

- Serve as spiritual leader of the school, demonstrate a personal relationship and walk with God, lead faculty and staff devotions on a weekly basis.
- Serve alongside the Board of Trustees implement their philosophy of policy governance.
- Champion an educational philosophy that promotes excellence in education alongside the vital importance of a biblical worldview.
- Articulate the vision, mission, goals and objectives of GCS to faculty, staff, parents, students, churches, Christian organizations, donors, supporters, and the surrounding community.
- Lead, in conjunction with the Board of Trustees, strategic planning of long range plans.

MANAGEMENT/ADMINISTRATION

- Establish, in conjunction with the Board of Trustees, the objectives, policies, and standards that accomplish the mission of GCS.
- Create an organizational structure that supports a 800 plus, TK - 12 school and empowers the functional leaders to excel and grow in their positions.
- Develop the annual operating plan, establish goals, set short-term objectives, and measure progress and achievement.



Responsibilities (Continued)

CURRICULUM AND PROGRAM DEVELOPMENT

- Position GCS as one of the RTP region's leading educational institutions.
- Ensure that accreditation standards are maintained.
- Provide leadership, guidance, and support for the development and implementation of new academic programs.
- Recruit, through the staff, highly qualified and capable faculty members and staff who will manage and direct existing academic programs and lead creative development efforts of new academic programs.
- Oversee development of technology for instruction and administrative purposes.
- Develop and implement effective student recruitment strategies.

FINANCIAL PLANNING AND MANAGEMENT

- Direct the creation and direction of fiscally sound operating and capital budgets, financial plans, and controls.
- Ensure the directing of resources toward fulfilling the vision and mission of GCS.
- Grow resources to provide financial assistance for families with financial needs.
- Evaluate the compensation that GCS offers employees, seeking to be market competitive.
- Evaluate the tuition charged, seeking to provide adequately for the budgetary needs while remaining affordable to the families in the school community.

DONOR DEVELOPMENT

- Establish relationships with, and communicate the vision to, existing and future donors.
- Establish funding plans that increase the donor base for GCS.
- Coordinate any capital campaigns for future facilities.

COMMUNICATIONS/MARKETING

- Serve as spokesperson for GCS.
- Develop communications strategies to reach various stakeholders.
- Serve as the communications liaison to the Board of Trustees.
- Actively promote and support the role of parents in the education of their children.

“In five years, GRACE will be better known as a school serious about the gospel, serious about leveraging academic rigor to send out leaders, and serious about serving the community.”

– GRACE Board Member



The Location

The Research Triangle, commonly referred to as simply “The Triangle”, is a region in the Piedmont of North Carolina in the United States, anchored by North Carolina State University, Duke University, University of North Carolina at Chapel Hill, and the cities of Raleigh and Durham and the towns of Cary and Chapel Hill. A 2013 Census estimate put the population of this eight county region at 2,037,430, making it the second largest metropolitan area in the state of North Carolina behind Charlotte.

The “Triangle” name was cemented in the public consciousness in the 1950s with the creation of Research Triangle Park, home to numerous high-tech companies and enterprises. Although the name is now used to refer to the geographic region, “the Triangle” originally referred to the universities, whose research facilities, and the educated workforce they provide, have historically served as a major attraction for businesses located in the region.

The quality of life in the Triangle has landed the region among the nation’s best places to live, start a business, raise a family, and earn a world-class education. A recent survey showed an astounding 96 percent of newcomers said they would move to the area again if they had it to do all over. [Money Magazine](#) rated Apex, NC the #1 best place to live in the United States for 2015. And unlike most metro areas in the U.S., Raleigh and the Triangle have all the amenities of big-city life without the high cost of living.

To learn more, see www.raleighchamber.org/newcomers.

Where is the Ideal Candidate Today?

The ideal candidate will likely come from a Christian school, but the right leader may come from a variety of vocations. We believe someone from one of the following areas will likely have the skills and experiences that are needed to lead GRACE Christian School. The candidate may approximate one of these descriptions. This list is not meant to be exhaustive but rather to encourage potential candidates to understand the breadth of experiences that may fit well in this position:

- An experienced leader of a Christian high school with at least 500+ students.
- A successful private or public school leader who believes strongly in Christian education, has a solid Biblical background, and has a significant understanding of non-profits, boards and fundraising.
- A successful and rising assistant head of a Christian school larger than GRACE.
- Possibly an organizational leader outside education who brings significant years of Board and/or teaching experience in a Christian high school.



The Process of Candidacy

If, after reading this Opportunity Profile, you sense that the gifts and experience God has given you are a good match for GRACE Christian School, 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 for review:

1. A current resume
2. Responses to the following essay questions:
 - Describe your spiritual journey of faith in Jesus Christ. Indicate how God is using you in your work, in your church, and in your community. How has your relationship with Jesus Christ shaped your career and influenced your decision to apply for this position?
 - Describe your experience with Christian education, both personally and professionally. How would you define the marks of “educational excellence” in a 21st century Christian high school?
 - 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 GRACE Christian School. (References will only be contacted after we have requested and received your permission to do so.)

Submit this information in **one document** to:

Laura Coverstone

Job*fit*Matters

resumes@simainternational.com

Phone: 615-261-4623

In the subject line of the email, please write “GRACE Christian School”