

## **Job Description of Principal Lafayette Christian School**

*The principal, as administrator of Lafayette Christian School (LCS), leads students, parents, faculty, and staff with a servant attitude. The principal possesses and exemplifies a deep, strong commitment to Jesus Christ as Savior and Lord. The principal guides the school in the mission of Christian education, preparing students for a life of Christian discipleship, responsible stewardship, and humble service in Christ's Kingdom.*

### **Qualifications**

The principal ~

- portrays a positive Christian witness to the school community and the community at large
- embraces and pursues the purpose and mission of LCS
- possesses enthusiasm, optimism, intuitiveness, empathy, and self-assurance in dealing with people and issues
- possesses understanding of the child, child development, and the learning processes of children
- possesses understanding of the teaching/learning process
- is knowledgeable about curriculum content and development
- has classroom teaching experience and administrative experience
- has a Master's degree or above in elementary education administration

### **Responsibilities**

The principal's leadership responsibilities encompass all aspects of life and learning at Lafayette Christian School. The principal has a dual role: (1) advisor to the Board and (2) professional leader of the staff.

#### **Administrative**

The principal ~

- reports directly to the Board of LCS
- works with the Board to identify where God is leading the school, implementing plans as they are adopted
- attends all meetings of the Board and its sub-committees as needed

#### **Spiritual**

The principal ~

- sets the spiritual climate of the school
- demonstrates the fruit of the Spirit and a Christ-like heart
- builds a Christian community of parents, students, teachers, and staff
- believes, espouses, and upholds the Reformed Biblical perspectives of the Christian faith at LCS

## **Vision**

The principal ~

- communicates LCS's vision and mission within the school community and to the greater Lafayette area
- continues to seek ways to strengthen the school in reputation, community, education, facility... i.e. is future-focused
- fosters relationships with other Christian schools, congregations, and supporters

## **School Climate**

The principal ~

- fosters the academic and spiritual growth of the students
- communicates in order to create a spirit of community and trust throughout the school
- disciplines as needed in order to maintain a positive and safe experience for everyone at LCS
- creates a supportive working environment for all teachers and staff

## **Instruction**

The principal ~

- is the educational leader of the teaching staff
- provides leadership of the school curriculum and classroom instruction
- evaluates the teaching staff, the assistant principal, temporary staff, and substitute teachers
- works with the Board to recruit and hire teachers

## **Operation**

The principal ~

- works with the Board to maintain a safe and efficient school environment
- hires and supervises support staff (custodian, office, lunch, etc.)
- works with the Board to develop and administer the budget
- supervises the admission of students
- oversees the structure of all aspects of the school day and calendar year
- oversees student health and educational records
- completes all required documentation and reports

## **Compensation**

Offered salary will be commensurate with credentials and experience. The expected range is \$65,000 to \$80,000.

Lafayette Christian School excels in Christ-centered education and equips each unique child to love and serve God in all of life.