

INTRODUCTION

Northside Christian School is a new conservative, evangelical K-12 Christian school located in South Bend, Indiana. Our goal is to create a school that pursues academic excellence alongside spiritual growth, preparing students to flourish wherever God leads them. Through robust partnerships with several like-minded local churches, we believe that this new school will provide our area with a unique learning experience.

MISSION

Our mission is to build up the next generation of Christians through quality education, in partnership with parents and local churches, for the glory of God.

Pursuing this mission, we seek to:

- Educate our students to their full potential
- Deepen the biblical literacy of each student
- Reinforce a biblical worldview alongside families and churches
- Cultivate Christian virtues individually and corporately
- Foster meaningful relationships among students, staff, and families
- Encourage acts of cheerful service

POSITION PROFILE

Joining the Northside team for our launch year (2025-2026) provides a unique, rare and fantastic opportunity. The Head of School job presents a candidate with a chance to be in at the ground floor and build a foundation for generations to come.

Our priorities for this applicant are:

- A heart in constant pursuit of the Lord.
- A strong desire to bring powerful expertise and resources to the educational excellence of our students.
- A clear focus to disciple young minds and hearts in their spiritual journey
- The wisdom and patience to foster a community of collaboration with leadership, staff, families, and students.

FUNDAMENTAL REQUIREMENTS

- Demonstrated vibrant and mature Christian faith and active involvement in a local church that upholds Northside's statement of faith.
- A Master's degree in educational leadership or a related field is strongly preferred, with a doctorate considered a valuable asset.
- Demonstrated expertise in educational leadership and classroom instruction, with a preference for over 5 years of experience in an administrative role.

ADMINISTRATION AND LEADERSHIP REQUIREMENTS

- Strength and wisdom as an executive: relational, organizational, fundraising, and leadership skills.
- Excellent communication, emotional intelligence, discretion, collaboration, and interpersonal abilities.
- Thorough understanding of executive management, funding, and operations.
- Ability to care for, inspire, and motivate faculty, staff, and students.
- Commitment to Northside Christian's mission, vision, values, and upholding its covenantal Christian standards.
- Demonstrated ability to work effectively with boards and leadership.
- Knowledge of relevant laws, regulations, and best practices impacting Christian education.

The Founders Committee acknowledges that the initial workload will be significant and is committed to actively participating in the process during the first two years of operation, recognizing that this effort cannot be undertaken by a single individual. The expectation for the Head of School is not that he/she do everything, but that they work in tandem with the Founders Committee, Church Council, community, and staff to see that the vision is accomplished and God is honored.

INQUIRY

To apply, please provide the following for review:

1. A current resume
2. Responses to the following essay questions (totaling four pages or fewer):
 - Share your spiritual journey of faith in Jesus Christ, highlighting how God is working through you in your profession, your church, and your community.
 - In what ways has your relationship with Jesus Christ influenced your career path and motivated you to apply for this position?
 - Share your personal and professional experience with Christian education.
 - How would you characterize the key indicators of educational excellence in a Christian school?
 - Outline your leadership and management style, along with the strengths you believe you can contribute to NCS and this role.

Please submit your responses, your resume, and two references from the following, a supervisor, a peer, a direct report, or your current pastor. These will be held confidential until later in the process and you will be asked before we contact these references.

All documents should be submitted to Jobs@NorthsideChristian.school

THE SEARCH AND SELECTION PROCESS

The search will be coordinated by the Northside Christian School Founders Committee in coordination with the Church Council. The search will be conducted in a professional, consistent manner with a commitment to all potential candidates being afforded the same considerations. All reasonable efforts will be made to protect the confidentiality of candidate.