CROSSINGS CHRISTIAN SCHOOL has been partnering with parents and church in the development of Christ-centered servant leaders since the year 2000. With a starting preschool class of only 39 students, CCS has since grown to a fully enrolled preschool through twelfth grade college preparatory school of almost 1200. Sitting on over 30 acres, the $60 million campus offers 3 specific division schools within 250,000 square feet of academic space. In addition to classrooms, each division is outfitted with age appropriate computer and science labs, media centers, visual and performing fine arts space, and gymnasiums. The CCS campus is conveniently located in the heart of NW Oklahoma City and has been constructed through the generosity of its families and supporters allowing CCS to remain debt-free.

As a college preparatory school, CCS offers rigorous academics through a fully certified staff of almost 150, 65% of whom hold advanced degrees. CCS academics include fast-paced courses at each level as well as 21 AP classes, including the AP Capstone Diploma, 7 honors classes, and 20 on campus dual credit classes in the upper school division. Individualized support through reading specialists, Search and Teach, Discovery, speech and language, and occupational therapists are also offered onsite to provide foundational skills and support success in the classroom. Recent graduates are evidence of the rigorous education and college preparedness in action.

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CROSSINGS CHRISTIAN SCHOOL | DEVELOPING CHRIST-CENTERED SERVANT LEADERS

**GRADUATES** 64
**MATRICULATION TO 21 COLLEGES** 100%
**EARNED DISTINGUISHED ACHIEVEMENT DIPLOMA** 83%
**AVERAGE GPA** 3.83
**AVERAGE UGPA** 3.53
**AVERAGE ACT** 26.4

+ SERVED OVER 8600 HOURS OF COMMUNITY SERVICE

**LIFERS ATTENDED CCS FROM 1ST GRADE-GRADUATION** 30
**NATIONAL MERIT FINALISTS** 2
**OKLAHOMA ACADEMIC SCHOLARS** 24
**ALL-STATE ATHLETES** 8
**ATHLETES PLAYING FIVE DIFFERENT INTERCOLLEGIATE SPORTS** 8
**FINE ARTS ALL-STATE RECIPIENTS** 7

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While academics and a well-rounded education are important, CCS most values our commitment to Christian education. The heart of Crossings Christian School is to develop Christ-centered, servant leaders which we aim to accomplish through daily Bible class, weekly chapel and small groups, and daily biblical integration. Servant leadership is prioritized through specific events as well as daily opportunities. In the words of Paul MacDonald, CCS Head of School, “While we care where our students are 10 years from now, we are much more concerned where our students will be 10,000 years from now.” CCS considers it an honor and privilege to partner with parents and the church in the development of Christ-centered servant leaders who will take their academic knowledge and heart for others and for Christ to change their community and the world.

At CCS, we recognize the value of a robust educational experience and offer a variety of fine arts, athletic, and extra-curricular opportunities. Through our partnership with the OSSAA, CCS offers 13 athletic programs, a comprehensive fine arts division including both visual and the performing arts, and competitive academic, debate, and e-sports teams. With 18 acres of athletic and performing arts space, students are afforded each of these opportunities on the CCS Campus. Facilities include a state-of-the-art Performing Arts Center complete with a scene shop, fly system, and audio visual systems, a 1750 capacity turfed outdoor stadium, 1500 capacity competitive gymnasium, turfed softball and baseball complex, 8 court tennis facility, oversized, irrigated soccer field, and 2 field houses with locker, training, and weight rooms.
**REASON FOR VACANCY:** After 10 years as the Head of School of CCS, and 40 years of Christian School leadership, Paul MacDonald has decided to retire. It is his desire to provide the Board sufficient time to both find his replacement and provide for proper training and transition for the next Head of School.

**TIMELINE:** The Board anticipates beginning the Head of School search in the Fall of 2021 and making a selection in time for the 2022-2023 school year. If a candidate is in place for the 2022-2023 school year, there will be a transition period with our current Head of School providing support, encouragement, and training in order to ensure a smooth transition.

**HOW TO APPLY:**
Please send your letter of intent and C/V or resume to the Assistant to the Head of School, Dori Turner, dturner@crossingsschool.org.

**BELIEF AND VALUE REQUIREMENTS FOR LEADERSHIP AT CCS**

These belief and value requirements are essential for leadership at CCS and are in place to ensure that our school always stays true to our mission of partnering with parents and church to develop Christ-centered servant leaders who are academically and spiritually prepared for college and life. These requirements are:

- A strong, secure and growing personal relationship with Christ;
- Active involvement and commitment to the local church, with a commitment to become an integral part of Crossings Community Church, if not already;
- Evidence of spiritual leadership within a school setting and/or the church;
- A commitment to a biblical worldview that aligns with the teachings and practices of Crossings Community Church;
- A commitment and desire to ensure that CCS thrives as a ministry of Crossings Community Church;
- A commitment to the community aspect of our school, including but not limited to travel to athletic events, academic events, performing arts events, engagement with parents, partnership with ministry leaders of the church, and support of the missions efforts of the church and school.
- A strong focus on biblical integration in the classroom and spiritual formation of the students, staff, and parents as an absolute requirement for the success of the mission of CCS; and
- A commitment to excellence in spiritual formation, academics, athletics, performing arts, communication, technology, facilities, and beyond as a driving value of the leader.

**EXPERIENCE AND SKILLS REQUIRED FOR LEADERSHIP**

CCS requires leadership in three major areas at the highest level of the school.

1. Pastoral Leadership - The school requires expertise in the integration of spiritual formation into all aspects of the school, from teacher development to curriculum formation to athletic/fine arts values. The Head of School takes on a strong pastoral role for our staff and families, leading devotion for our staff, and constantly encouraging a growing faith in our entire school community.

2. School/Academic Leadership - The school requires expertise in curriculum development, best practices in education, integration with school certification organizations, teacher development, school programming, athletics, performing arts, etc.

3. Operational Administration - The school prefers general experience in facilities oversight, asset management, financial stewardship, accounting execution, communications, construction management, and technology integration.

**SPECIFIC REQUIREMENTS FOR THE HEAD OF SCHOOL ROLE**

- Complete adherence to the Belief and Value Requirements above;
- Alignment with the Experience and Skills Requirements above;
- Strong priority on spiritual leadership and the ability to be a subject matter expert on academic excellence across the entire school. To best support the new Head of School and the growing needs of CCS, once the Head of School is in place, we will be working with that individual to hire an Operations Director to report to the Head of School. This Operations Director role is meant to assist with the requirements for facilities and construction oversight, athletics, development, communications, and other operational activities.
HEAD OF SCHOOL JOB DESCRIPTION

The Head of School for CCS will be the only direct report to the CCS School Board. The Head of School will also meet weekly with the Executive Pastor of Crossings Community Church to ensure alignment and to jointly support the ministry objectives of both school and church.

- Provide overall leadership to ensure the mission of partnering with parents and church to develop Christ-centered servant leaders academically and spiritually prepared for college and life.
- Administer CCS in accordance with the philosophy, policies, and procedures adopted by the Board;
- Facilitate the work of the Board and CCS administration by the submission of requested reports, documents, suggested policies, etc. for the operation of CCS;
- Manage personnel affairs including securing staff, developing contracts, answering questions related to salaries and benefits, recommending continuance, dismissal, or discipline of staff, etc.
- Encourage parent involvement and volunteerism;
- Provide leadership in obtaining and maintaining accreditation;
- Consult with parents as requested for problem resolution and provide leadership in parent education and parent prayer activities;
- Provide the direction and leadership of staff devotional time;
- Carry out all mandates of the Board;
- All other duties assigned by the Board, which assures the successful operation of CCS
- Work through the Administrative leadership team to provide oversight for the following major functions of school administration:
  - Direct the daily operation of CCS through supervision of staff, coordination of activities and setting the tone for a quality educational program;
  - Prepare and monitor annual budgets with the CCS CFO;
  - Establish clear lines of authority, assign personnel, develop job descriptions;
  - Coordinate the faculty and staff to ensure coordination of programs and quick problem resolution;
  - Development of strategic planning and yearly calendars of all school events;
  - Coordinate schedule among the Lower, Middle and Upper schools;
  - Coordinate effective lines of communication with the parents of CCS;
  - Develop and disseminate student policy manuals for staff, parents, and students;
  - Development of public relations programs of CCS including creation of brochures, media releases, etc;
  - Coordinate adequate supervision of staff, improvement of instruction, selection of curriculum, administration of discipline procedures as appropriate;
  - Oversee all special projects, such as building programs, senior trips, concerts and programs, etc.

CROSSINGS CHRISTIAN SCHOOL
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