

NELSON/KRAFT
AND ASSOCIATES



*equipping students
transforming lives*

POSITION PROFILE

HEAD OF SCHOOL

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About Langley Christian School (LCS)

History

Langley Christian School (LCS) has a rich history of growth and perseverance in the face of changing cultural perspectives. They began in 1955 with only 17 students in a single room. Parents’, students’ and educators’ interest in the school quickly grew resulting in increased enrolment of almost four-fold over three years. LCS expanded to 154 elementary students as of 1974 in a recently built facility with added portables. However, enrolment in 1975 dropped to only 50 students due to cultural shifts, and the Board decided it was wise to sell the LCS property and rent space from South Langley Mennonite Brethren Church while they regrouped and considered the future of LCS.

LCS began gaining traction again by 1984 as they were blessed with an enrolment of 185 students and the development of an 8-room school with a designated gymnasium. They again experienced many blessings over the next decade while achieving enrolment of 470 students. The increased enrolment by 1994 allowed the school to begin offering Grade 8, expand administration to include their first Vice-Principal, and purchase of property for a High School. Further expansion was necessary as enrolment reached 800 students and they were able to celebrate consecutive graduating classes!

Parents have undergirded the growth of LCS throughout its ups and downs, sometimes making personal sacrifices to ensure the financial stability of the LCS Society. The LCS Society now educates about 1100 children and youth because of parental and church community commitment, and enrollment is predicted to grow to 1500 by 2021.¹ However, the school has now reached maximum capacity and is anticipating the need to both build and renovate to keep pace with increased enrollment and enhanced learning formats.

Accreditation & Associations

LCS Students are taught the BC Ministry of Education curriculum from a Christian perspective. All LCS teachers are fully certified by the Ministry of Education and, additionally, they are required to complete a teacher-training program from a Christian university.

LCS Society is pleased to be part of the following Associations which support their mission, often provide opportunities for professional development, and give additional credence to their high quality of teaching in a Christian context.



Executive Summary

The Head of School provides primary leadership for the organization toward its mission and ministry, balancing vision and financial solvency, by ensuring the mission of LCS is carried out with energy, intelligence, imagination, and love. The leader must be able to provide strategic and spiritual leadership, in collaboration with the Board of Directors as it looks forward to the next chapter of impacting children and young people in a Christian educational environment for generations to come.

The society is in search of a dynamic, outward facing ambassador who will raise the awareness of this special place and be the chief storyteller to the existing and future donor base.

As the primary spokesperson for the school, he or she will be central to exploring, developing and maintaining strategic alliances and cooperative ministry initiatives. The successful candidate will set the tone and direction for all future development and will have had experience in leading a capital campaign.

The role is responsible for all aspects of organizational health, including but not limited to: enacting the school's vision/mission and strategic priorities, meeting the school's fundraising and other financial goals, maintaining educational accreditation, and managing finances, facilities, development, and human resources. With the input of a broad range of constituents, the role is ultimately responsible for the execution of all programs and procedures in alignment with the school's mission and vision.

1. Baker, Lisa; 2018.01.15 LCS Position Paper, from Langley Christian School Feasibility Study, Fall 2017.

What is Important to LCS

Mission

Educate students, equipping them to discover their gifts, develop Christ-like discernment, and seek their life's calling.

Vision

Foundational to all teaching and learning is that all aspects of life fall under the Lordship of Christ. LCS relies on God's word as revealed in Creation and Scripture and strives to:

- Integrate faith with learning;
- Provide a quality educational program;
- Create a challenging and affirming learning environment;
- Free students to explore and examine all human endeavour within God's creation;
- Educate all aspects of the child (spiritual, emotional, physical, social, aesthetic, intellectual);
- Promote and model social justice and stewardship;
- Empower students to become agents of positive change in the community.

Philosophy & Values

Care

Teachers are chosen based on their ability to relate to and care for children. Student safety and well-being are fundamental. Children are seen as uniquely gifted and are given opportunities to grow in those gifts, and share them with others. These basics are provided within an environment and with the hope that the kids will also fall in love with Jesus.

Curriculum

LCS teachers provide the BC Ministry of Education program from a Christian perspective - a framework called "Teaching for Transformation" - emphasizing core competencies based on Biblical values and authentic learning experiences.

Community

Students, Christian parents, and teachers together make up the LCS community representing a wide variety of Christian churches. They are committed to build a Christian Community characterized by mutual respect, encouragement, integrity, and forgiveness.

Competence

LCS teachers are fully certified by the BC Ministry of Education and must complete a teacher-training program from a Christian university. All staff members are expected to demonstrate life-long learning and participate in regular professional development.



What LCS is All About

Programs



Preschool The age 3 and 4 program concentrates on play-based learning, encouraging exploration and discovery, and celebrating their God-given gifts through modeling healthy, supportive relationships.

Elementary



Students are exposed the school-wide philosophy of “Teaching Transformation with Biblical Through-lines” as early as Kindergarten where each student is invited to respond and identify with the many ways in which they intentionally integrate their faith and faith-formation into the standard educational programme.

Through-lines:

- Beauty Creator
- Image Reflector
- Earth Keeper
- Sabbath Embracer
- Idolatry Discerner
- Creation Enjoyer
- Order Discoverer
- Community Builder
- Justice Seeker
- God Worshiper

The students participate in a weekly chapel meetings where they engage in singing and hear a short devotional. These chapel meetings are led by individual classes and parents are welcome to attend.

Middle School



Middle school students (grades 6 to 8) are encouraged to foster community within the school through the core values of:

- Faith
- Excellence
- Service
- Relationships
- Parent Partnership
- Exploration
- Meaningful Learning
- Student Leadership
- Teaming

In addition to community building, the teachers conduct core curricular education with an emphasis on guiding students in “learning how to learn” and in achieving to the best of their abilities. Middle school students continue attending weekly chapel meetings, are engaged in a rotation of six athletics areas, and participate in service projects to encourage a mind-set of serving Jesus both within the school community and outside of its walls.

Extra-curricular activities are offered upon entering middle school with options catering to students’ interests outside of traditional education: art, choir, drama, games and varsity (competitive sports for Grade 8).

High School



Students anticipating their final years before graduation are further encouraged to see all of life as a “Learning Journey,” as people who see and respond to the world differently, who see God’s handiwork all around them, and partner with Him to accomplish His purposes. This final phase of education prior to entering the workplace or further studies is rich with possibilities as the student faces fewer prescribed courses and has the freedom to select elective courses which either hone their path or expand their horizons. An Academic Counsellor and a Student Services Coordinator are available to help navigate the students’ choices.

Specialty Programs

International Students



LCS has welcomed students from the global community since 1996, including many from Asia and South America, with a limited number of spaces available every year. The International Program Coordinator (IPC) facilitates the transition of both the student and their family into the LCS and local communities. This is particularly necessary for students in Grade 8 or higher who are in Canada without family members, for whom the IPC carefully selects Host Families for these students.

All international students at LCS are tested for their English proficiency, then receive English Language Learning (ELL) support dependent on that tested proficiency.

Athletics



“To equip students to develop their gifts to their full potential and to develop Christ-like discernment by providing opportunities for physical, intellectual, social, emotional, and spiritual development through the pursuit of athletic excellence” is the mission of the LCS Athletics department. Beginning in Grade 6 with a rotation of six team sports – cross country, soccer, volleyball, basketball, badminton, and track and field – students are encouraged to gain a God-centred mindset while learning athletic skills.

Upper-level students may participate in Rec Leadership, a mostly-extracurricular opportunity which enhances confidence, grows leadership skills, improves organizational skills, and trains them to work effectively in a group.

Supporting Community

Friends of LCS

The Friends of LCS group supports LCS through community building and fundraising under the umbrella of the Development Office.

For example, they play an important role by:

- coordinating annual fundraising events like the annual Dinner & Auction, and Golf Tournament,
- coordinating the host family program and the hot lunch program, and
- providing hospitality at various school-wide activities.

The revenue from fundraising events and activities goes toward designated projects or other pre-approved funding requests and often includes a special donation to a needy public school.

Any member of the LCS Society is eligible to sit on the Friends Committee.



LCS Foundation

The LCS Foundation is incorporated under the BC Societies Act and acts as the conduit for bequests and donations that support tuition assistance for LCS families in need, scholarships for graduating students and major capital expenditures.

The Foundation is not simply another fundraiser, but an intentional ministry based on the biblical principles of stewardship and, therefore, further enhances the LCS value of building Christian community.

LCS Prayer Team

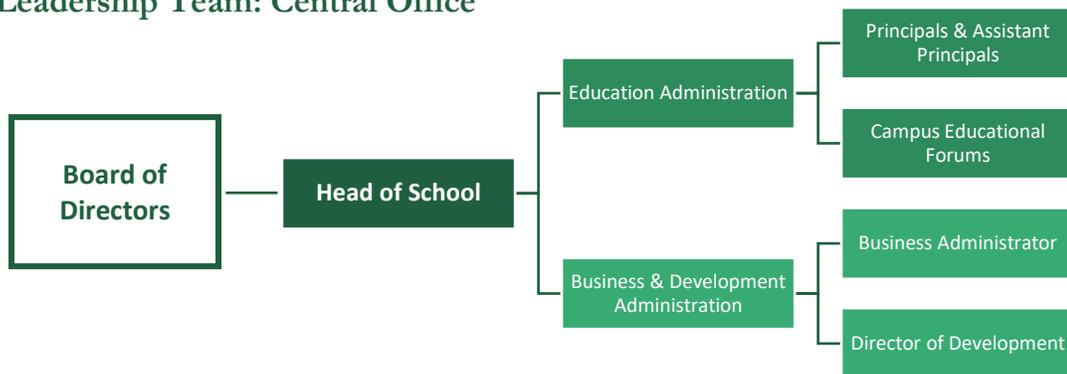
A group of parents meets bi-weekly to pray for the LCS community. In addition to the meetings, they accept prayer requests by email and pray for concerns outside of meetings.

Key People

Board of Directors

Jason Humeniuk, Board Chair	Mortgage Broker / Managing Business Partner.
Jim Heuving, Board Vice Chair	Executive Pastor. Specialties: Strategic and Entrepreneurial Development, and Board Guidance.
Ian Thomas, Treasurer	Senior Executive Banker.
Danielle Stevenson, Secretary	Small Business Co-owner. Bachelor's in Business – Marketing.
Linda Stam, Recording Secretary	Administration, Seniors' Centre.
Tracey Dahl	Registered Clinical Counsellor. Former Elementary Teacher.
Leanne DeWitt	Small Business Owner.
Mark Griffioen	Deputy Fire Chief. Specialties: Emergency Planning, Community Engagement, Fire Prevention.
Eric Paquette	Business Owner. Specialties: Leadership, Motivation, Organization, 'Big-Picture' Thinking.
Abel Strujenco	Business Owner with Medical Background.
Tracy Van Huizen	Business Co-owner. Specialties: Accounting, Sales and Administration.
Lars Van Linge	Custom Home Builder and Renovator.
Bernie Zacharias	Chartered Professional Accountant. Business Owner.

Senior Leadership Team: Central Office



Position Description

The Head of School is the primary executive director of the School and reports directly to the school's Board of Directors. The role is responsible for all aspects of organizational health, including but not limited to: enacting the school's vision/mission and strategic priorities, meeting the school's fundraising and other financial goals, maintaining educational accreditation, and managing finances, facilities, development, and human resources. With the input of a broad range of constituents, the role is ultimately responsible for the execution of all programs and procedures in alignment with the school's mission and vision.

Responsibilities

OVERALL LEADERSHIP RESPONSIBILITIES

- **Strategic Planning and Implementation:** Drive efforts to achieve the strategic outcomes of all aspects of the organization that maintain alignment between all programs and the overall purpose and core values of the school. This specifically includes significant campaign development and involvement to raise funds (10 million +) for a third campus.
- **Organizational Leadership:** Develop, maintain, and enhance all aspects of the school ensuring a compelling, strong, and collaborative culture where staff and students experience great educational outcomes. Leadership will be marked by the pursuit of excellence, creative efficiency, and innovative development. We expect this to be accomplished through effective delegation, development and support of staff, and performance accountabilities.
- **Board and Society Work:** Develop and ensure a healthy relationship with the board and the society. It is incumbent by the Head of School to keep the Board informed of all financial and legal matters, and to work with the board members to accomplish healthy organizational life, the achievement of strategic outcomes desired, and an engaged relationship with the society of members.

INTERNAL MANAGEMENT

- **School Culture:** Develop and maintain a school culture of grace, love, and safety that embodies the school's purpose and core values. The Head of School will work directly with the Principals, Business Administrator, and Director of Development as the primary agents of school leadership.
- **Financial Management:** Work closely with the Business Administrator to ensure that there is a thoughtful budget development, accurate financial management, prudent risk management, and effective financial reporting to the Board and Society.
- **Human Resources:** Establish effective processes to recruit, assess, support, and manage staff with a purpose to provide excellence in all aspects of organizational health and development.
- **Internal Communications:** Implement and continuously develop effective communications with staff, students, board members, and all critical constituent members advancing the purposes and values of the school.

EXTERNAL RELATIONS

- **Advancement of the School:** Ensure financial sustainability and longevity of the school by cultivating relationships with the society, donors, foundations, and individuals seeking to contribute to a thriving community of alternative Christian education. Ensure that the school meets its financial goals.
- **Community Outreach and Partnerships:** The Head of the School is the face of the school to the external community. Although not the only face, the Head of School must be aware of the

relationships being created, the relationships already created, and the relationships that can be created.

- **External Communication:** Implement quality, timely, and effective communications to the school's full constituency, the community at large, and other key stakeholders.

MISSION ALIGNMENT

- **An all-out commitment to the mission:** "Educate students, equipping them to discover their gifts, develop Christ-like discernment, and seek their life's calling."
- **An all-out belief of the vision:** "all aspects of life fall under the Lordship of Christ." Therefore, to achieve its mission, LCS relies on God's word as revealed in Creation and Scripture and strives to:
 - Integrate faith with learning;
 - Provide a quality educational program;
 - Create a challenging and affirming learning environment;
 - Free students to explore and examine all human endeavour within God's creation;
 - Educate all aspects of the child (spiritual, emotional, physical, social, aesthetic, intellectual);
 - Promote and model social justice and stewardship;
 - Empower students to become agents of positive change in the community.
- **An all-out effort to achieve the strategic priorities agreed upon Spring of 2017 (and to help shape the next ones):**
 - A contagious environment of grace, love and safety.
 - Executing with excellence.
 - Long-term financial sustainability.
 - Expanding our reach and impact.

Qualifications

- Devoted to Jesus and his mission in the world.
- Understands and is passionate about the legacy and character of Christian education embodied at LCS.
- Minimum of five years of relevant executive leadership experience.
- Proven innovative leadership.
- Master's degree in a field relevant to the job description.
- Leadership experience in a large, successful fundraising campaign.
- Capacity to comfortably manage budget and financial processes.
- Highly collaborative, results oriented, adaptable, problem solving self starter who welcomes diverse feedback.
- Be a positive, inspiring, empowering leader of the board, staff, students, and community.
- Excellent written and verbal communication skills.
- Technologically literate and competent with today's leading digital tools and equipment.
- Experience in an innovative and entrepreneurial school preferred.
- Credentialed Teacher, preferred.
- Familiar with the Society of Christian School Society in British Columbia.

Search Overview

Estimated Search Timeline

While every search is dynamic and time frames are hard to predict, the following is an overview of the expected timeline for this search:

Application Deadline	<i>Open until filled</i>
Shortlist Interviews	March 2019 (<i>anticipated</i>)
Candidate Selection	March/April 2019
Finalist Start Date	June-July 2019 (<i>or to be negotiated</i>)

About Us

Nelson/Kraft & Associates Inc., with colleagues in Vancouver, Calgary, Winnipeg, and Toronto, is uniquely positioned to further serve a diverse group of organizations and achieve their goal of connecting them with the best talent to meet their needs. Finding the right people to fit the organization involves more than just checking off boxes on a computer survey or placing an ad and hoping that the right people apply. Instead, we assess the environment, goals, culture, requirements and prevailing factors of the organization and its specified region and sector to develop the best candidate list for the opportunity at hand. One of our leaders personally manages the executive search from start to finish, ensuring continuity throughout, which is essential to a seamless transition.

Our proven process is designed to fully address all aspects of the search. We know that connecting the right person with the right organization is as much about relationship as it is about skills and experience. We take the time to get to know all the potential candidates' needs, goals, strengths and talents so we can confidently recommend the best match.

What makes us different is our ability to MAKE connections – to connect the dots in ways others can't. It's our ability to find people who aren't looking and to connect perfect strangers "perfectly" that makes us your competitive advantage.

Consulting Team

Mark Kraft is the team lead on this search. The other members of the consulting team are Larry Nelson, and Candace Bishop, Research Assistant.



Mark Kraft

Mark has grown quickly in becoming a trusted advisor for many charities across Canada as he works hard to assist organizations in their important executive placement needs. Following a tried and proven search process, Mark ensures that Nelson/Kraft clients are well served and deeply valued.

Using his natural relational gifts, Mark thoroughly enjoys helping organizations find the right leader at the right time to increase capacity within the non-profit sector. His natural interest and curiosity in people translate into all aspects of his life.

Mark has been passionate about helping people and making connections since 1995. Launching initially into pastoral ministry and leadership in other not-for-profit ventures in Ontario and Manitoba, then shifting to the marketplace, where he held various roles including working for Apple Inc., led him to focus his abilities and experience on leadership development, particularly within the charitable sector.

Mark is a certified executive coach having trained through Erickson College International – an ICF affiliated executive coaching school - and is a certified Birkman Method® consultant. This uniquely positions him to assist organizations looking to source the best fit for their next key executive, improve their organizational impact, or make significant changes to chart a new course in addressing the current and future issues of the social and economic climate. With more than 20 years of experience in the public and private sectors, Mark brings a broad network of contacts in Manitoba, Ontario and BC to the non-profit executive placement sector.



Larry Nelson

Larry came into executive search with a strong desire to see his background as a Chartered Accountant and the former CEO of the Baptist Housing Ministries Society utilized by not-for-profit organizations as they grow their leadership teams. With a wealth of practical, professional and board level experience to offer, Larry brings many years of senior executive experience to your Search Committee.

A life-long interest in affordable housing led to his work with several non-profit organizations including serving on the board of the BC Non-Profit Housing Association. For several years he served as the chair of the Canadian Council of Christian Charities and has served on a number of both national and provincial boards. Larry has also been active in local politics, serving three terms as a trustee with the Coquitlam School Board.

To Apply

Forward your resume, cover letter and statement of faith to Mark Kraft at info@nelsonandkraft.com

Application deadline: *Open until filled.*

Please Note

Qualified candidates for this search must be Canadian residents at the time of application. Thank you.