



Opportunity Profile

HEAD OF SCHOOLS
REGENT CHRISTIAN ACADEMY

EXECUTIVE SUMMARY

Regent Christian Academy is seeking an entrepreneurial and collaborative strategic leader to lead both their campus and online school as Head of Schools.

The Head of Schools for Regent Christian Academy (RCA) and Regent Christian Online Academy (RCOA) will report directly to the Chair of the Board of Directors or his designate(s). Though much of the work is delegated, the Head of Schools is responsible for all day to day aspects of the schools, board relations, curriculum, administration and the long-term success of the schools. They are responsible for the understanding and implementation of the school's mission and values and will work to create a Christ-centered, innovative and harmonious learning environment. They will lead the school in institutional advancement and development in the areas of Christian education, fundraising, student recruitment/marketing and public relations. They will also work closely with the board, committees and the community at large in the realm of Christian education.

If you are an executive leader with a passion for Christian education and a skillset in public relations and administration, we would love to connect with you.





OUR STORY

Regent opened its doors in 1978, when God spoke clearly to the pastors and leaders of Bible Fellowship Church (now Horizon Church) that He wanted a place where He could be free to touch hearts and lives. God wanted a school where His Word would always be lifted high, and where worship and His presence would be a way of life. With the help of Bible Fellowship's then pastor, Kirk Duncan, a school for Kindergarten through Grade 12 was started in the basement of the church; then located on 104th Avenue near the Trans-Canada Highway.

Bible Fellowship Academy opened with almost 70 students, four teachers and a handful of helpers. There was no gym, no laboratories and no playground – only a group of people whose common desire was to follow God's leading. Today, Regent Christian Academy not only boasts a new name, but computer and science labs, a full-sized gym and 39 acres of land. Our enrollment has reached 725 and continues to climb.

In 1991, RCA opened an International School which today serves 125 students from various countries around the world. Our BC certified teachers have experience with welcoming new international students into their classrooms.

The growth continued in 2006 with the introduction of Regent Christian Online Academy. With a student body of over 1200, RCOA provides distance and home learning for families around the world. Regent also supports developing Christian schools within British Columbia.

Though much has changed over the years, the vision of the school remains the same as when it was started forty-five years ago. There is a desire among the staff and administrators of Regent Christian Academy to foster an environment where the Holy Spirit can touch and change lives, and equip young people to serve their communities with the love of Jesus. With God's help, we will continue to do so for years to come.



OUR MISSION

To support Christian families by providing Christ-centred, quality education in a nurturing environment. We are dedicated to reinforcing Biblical values, to building Godly character, and to producing graduates equipped to positively impact society.

OUR VISION

Regent Christian Academy, a ministry of Horizon Church, fulfills a mandate to train children according to Biblical principles, in partnership with and in support of Christian families. Our staff are committed to excellence in education, to high moral and ethical standards and to the development of genuine Christian character. We emphasize traditional aspects of learning within a safe, nurturing environment. We challenge and equip students to respond to God's call as Christian leaders in a changing global community.

GO INTO ALL THE WORLD

Beginning with kindergarten and continuing to grade 12, our students are taught to care for those less fortunate. Our students are provided a variety of opportunities to share the love of Jesus in tangible and meaningful ways. Regent Christian Academy is committed to missions – both local and international.

OUR VALUES

As a school community we are committed to:

- **A Charismatic Tradition** – To value the present work of the Holy Spirit based on God's Word.
- **A Christian Worldview** – To understand, embrace and articulate a Biblical perspective in all aspects of life.
- **Caring Relationships** – To encourage the application of Biblical principles in interpersonal relationships.
- **Character Development** – To give priority to the development of Godly character.
- **Community Outreach** – To proclaim the Lordship of Jesus Christ, to make disciples and to build God's Kingdom.
- **Personal Excellence** – To discover personal gifts and talents and to develop them to their full potential.
- **Lifelong Learning** – To foster an appreciation for learning and the need to adapt to change.
- **Modeling Christ-likeness** – To see the personal work of Christ modeled in all facets of our school community.
- **Personal Faith** – To lead students to know and love God.
- **Self-discipline** – To provide an atmosphere that promotes personal order, discipline and academic excellence.
- **Biblical Stewardship** – To acknowledge that we are accountable to God for the responsible management of our lives and resources.
- **Vocational Preparation** – To assist students to respond to God's call upon their lives.

KEY RESPONSIBILITIES

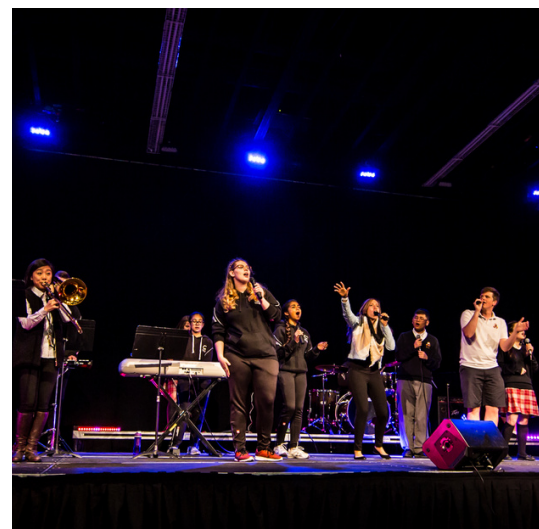
Educational

- Ensure the implementation of all Ministry Education policies, regulations and requirements pertaining to the Independent School Act of British Columbia.
- Develop the curricular program of students including placement, evaluation, reporting and promotional determination.
- Ensure the successful implementation of all educational programs of the school in close cooperation with the principals of RCA (Campus School), RCOA (Online School) and the International School.



Administrative

- Work closely with the Chair of the Board of Directors, Board of Directors, committees of the board and finance officers.
- Work with the Board, Principals and key stakeholders to develop and champion a strategic plan, execution and scorecards to effectively monitor and measure its success.
- Oversee the creation and implementation of financial budgets, management and analysis.





- Recruit, coach, mentor and retain a team of high performing principals and executive team.
- Compile and provide accurate and timely reports as required by the RCAS Board and attend/participate in board meetings as requested.
- Ensure appropriate technologies are in place to support excellence of education, both hardware and software, as required.
- Manage all compensation packages (wages, salaries and benefits) as determined and approved by the RCAS Board of Directors.
- Plan and lead senior staff meetings, as required.
- Responsible for the overall general health and safety of students and staff of the school while in school.

External Relations

- Plan and optimize the school's fundraising programs as developed.
- Supervise the school's development efforts in identifying, cultivating, thanking and communicating with past and prospective donors.
- Oversee the school's relations with its alumni, including development and maintenance of the alumni database, communications programs and special events.
- Maintain proper liaison between school and professional bodies, educational institutions and the Ministry of Education.

QUALIFICATIONS & CORE COMPETENCIES

- Preference to possessing a Master of Education or post-graduate degree in a related field.
- Preference to proven experience as a Head of School of a Christian School or similar role.
- Proven track record of successfully working with a Board of Directors.
- **Leadership** – leads by example, models professionalism, integrity, critical thinking/decision-making, makes tough decisions when called upon and builds trusting relationships.
- **Collaborative Team Building** – a proven ability to work collaboratively, and can effectively build and lead healthy and successful teams.
- **Strategic Thinking and Execution** – a proven ability to analyze an organization's current situation, identify opportunities, impacts, develop a strategic plan including objectives and initiatives, and successfully execute.
- **Interpersonal Skills** – has high emotional intelligence, able to build trusting relationships, has strong interpersonal and communication skills, along with excellent conflict resolution skills.
- **Educational Innovation** – a proven ability to identify and develop, sponsor or support the introduction of new and improved programs, teaching methods, procedures or technologies to advance the school's purpose.
- **Entrepreneurial** – must be resilient, confident, innovative and self-motivated.

OUR SEARCH TEAM



MARK KRAFT
LEADING THE SEARCH

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Mark is a trusted and sought-after executive search leader, with over 20 years of combined experience in the public and private sectors. Bringing a deep level of care and commitment to his clients, Mark has successfully led over 100 executive talent searches across Canada, for roles ranging from CEO to CFO, to COO. With his breadth and depth of experience, Mark has become a respected advisor and go-to expert for non-profit, charity, and faith-based organizations looking to source top executive talent.



JEFF PITCHFORD
SUPPORTING THE SEARCH

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Jeff is an accomplished Senior Executive, with over 25 years of leadership experience across the chemical manufacturing and food processing industries. He wears many hats including Business Consultant, Executive Coach, Board Member, Forum Chair and Birkman Certified Professional. Jeff specializes in leadership development and team-based business success. He is passionate about developing leaders and building high performance teams.



LARRY NELSON
SUPPORTING THE SEARCH

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Larry is a Chartered Professional Accountant and former CEO of the Baptist Housing Society in BC. He has served on many charity boards nationally and provincially including the board of the Canadian Council of Christian Charities. He has placed over 80 senior executives and worked with more than 50 not-for-profit organizations across Canada. He is passionate about lending his professional expertise to not-for-profit organizations.

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:

Location: Surrey, BC

Application Deadline: open until a suitable candidate is determined

Start Date: TBD

HOW TO APPLY

**Please forward a PDF of your resume and cover letter to info@nelsonandkraft.com.
Include "Regent - Head of Schools" in the subject line.**

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