



Position Description: Executive Director SCSBC

PURPOSE

To lead and enhance The Society of Christian Schools in BC (SCSBC) in delivering its mission to strengthen Christian schools through service, community, advocacy and vision by providing strong, capable, Christ-centred leadership guided by a passionate belief in the importance and value of Christian education in BC.

KEY RESPONSIBILITIES

1. Provide strategic guidance and leadership that strengthens and positions SCSBC as the premier organisation that provides services supporting the growth, sustainability and effectiveness of independent Christian schools.
2. Continuously and proactively promote and seek opportunities for SCSBC to grow its membership base through the delivery of service offerings to ensure SCSBC membership continues to be an attractive value proposition for schools as well as develop additional opportunities to provide fee-based services to non-members.
3. Engage effectively with key stakeholders within the education system, including but not limited to, the Federation of Independent Schools Association (FISA) and the Ministry of Education, to ensure there is a strong voice advocating for Christian education in the areas of government policy, funding and accreditation.
4. Actively coach, mentor and support the development of school Boards and school leaders in the administration of their schools through the provision of wise advice, governance expertise, leadership development and anticipating the need for relevant information and resources at the right time.
5. Work effectively and collaboratively with stakeholders and partner organisations including FISA, Christian Educators of BC (CEBC) and the Christian Principals Association of BC (CPABC) to support the common goal of a strong and sustainable independent Christian school system within BC.
6. Promote unity, innovation and collaboration across Christian schools by facilitating relationships and opportunities for schools to connect regularly with each other in order to build community and share experiences.
7. Provide leadership and expertise in creating frameworks that allow for genuine dialogue while engaging in difficult conversations and contentious issues.
8. Lead and develop a team of professional staff to work effectively in delivering services and support that are of value to a wide variety of schools with a diverse spectrum of needs.
9. Maintain, develop and implement effective organisational systems and processes that ensure the effective management of SCSBC as a charitable, service-oriented organisation.
10. Provide wise fiscal leadership and accountability for the resources entrusted to SCSBC.
11. Work effectively with the SCSBC Board to develop and implement strategies, programs and mandates that support the growth and health of SCSBC.

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Position Description: Executive Director SCSBC, continued

MANDATORY REQUIREMENTS

- Professing Christian who is a member of a Christian church community willing to commit to SCSBC's mission, vision and community standards.
- Current, non-restricted Drivers' License.
- Able to travel regularly for work.

DESIRED QUALIFICATIONS

- Master's degree in educational leadership or suitable equivalent combination of skills, knowledge and experience.
- Post-secondary executive leadership development

KEY CRITERIA

1. High level of skill in educational leadership, strategy development, visioning and the implementation of strategic priorities and organisational plans that support the continued growth of a service-oriented organisation with a culture of high performance, teamwork and vision for Christ-centred education.
2. High level of faith-filled, values-driven leadership that motivates others to rally towards a common vision, inspires trust and confidence, effectively manages conflicts and positively influences behaviour.
3. Extensive knowledge and understanding of the Christian education sector within the landscape of the broader BC education system.
4. Extensive knowledge of the legislative frameworks, risk management and governance requirements in an education setting with the ability to advise schools to ensure understanding of the financial, legal and regulatory requirements facing schools.
5. Extensive knowledge and application of effective people practices and change management processes to successfully support schools going through significant change.
6. Expert level communicator who is a strong, persuasive oral communicator and presenter as well as an excellent writer able to communicate and influence effectively through written publications, newsletters and programs.
7. Expert listener with a high level of capability in understanding one's audience, internalise and process information quickly, intuitively understand unspoken issues, empathise and respond effectively and appropriately.
8. High level of influencing, interpersonal, consultation, relationship building and negotiation skills that build and sustain productive relationships and strong partnerships with a wide range of stakeholders and organisations.
9. High level of political sense that allows for the identification of underlying issues and their context, understanding of the agendas and personalities involved and successfully influencing outside of their sphere of influence to effectively advocate and achieve positive outcomes for member schools.
10. Strong ability to coach and mentor others for the purpose of developing leadership capability.
11. High level of entrepreneurial and innovative thinking, decision-making, business acumen and creative problem-solving skills to develop and implement new business models and service offerings that will grow membership and provide fee-based services to non-members.
12. Strong abstract thinking and forward visioning that anticipates future trends, threats and opportunities that face SCSBC and the wider Christian education community with the ability to proactively guide and support schools as they navigate challenges and capitalise on opportunities.
13. High level of organisational skills, financial acumen and personal accountability for achieving results in an environment with multiple projects, priorities and competing demands.
14. Strong understanding of business development, fundraising and the unique requirements of charitable organisations.
15. Demonstrates passion for lifelong learning and continuous improvement.