



COVENANT
CHRISTIAN ACADEMY

Upper School Dean of Students (grades 7-12) 12 months, Full Time

Covenant Christian Academy is seeking a qualified Dean of Students to oversee all aspects of student life at the school, working closely with Administrators and Faculty to develop student programs and provide general guidance services to students in Grades 7-12. The Dean of Students will be charged with building a positive student culture, assisting in students' spiritual, social, and emotional development, and monitoring and enforcing behavior expectations. The Dean of Students will be our resident expert in the "student experience" at Covenant, always working to identify areas for growth and working with other faculty and administrators to continuously improve our program to meet the needs of our student body in the best ways possible.

The Dean of Students will enrich the experience of students, families and faculty in the following ways:

- Work with Dean of Academics to collaboratively provide an excellent and wholistic school experience for our students in grades 7-12.
- Work with Dean of Academics to provide educational programming for parents, and serve as a point-of-contact for parent communication and feedback.
- Facilitate the ongoing cultivation of a student life ethos at CCA
- Create and maintain a schedule of student activities to ensure adequate and appropriate social programming for middle school and high school students.
- Define behavioral expectation for USLR students, creating a culture of high expectations, yet modeling grace.
- Ensure the appropriate, timely and consistent implementation of disciplinary policies and procedures for USLR students.
- Oversee our thriving Prefect student leadership program as well as identify and create additional leadership positions and structures for both our Logic School and Rhetoric School (i.e. Student Government, Class Representatives, Dean's Advisory Council, etc).
- Implement the Student Advisory Program. Plan the topics and distribute discussion guides to faculty advisors. Create the student groups. Solicit feedback on a regular basis from faculty advisors and students.
- Oversee, manage, and provide a clear vision for the Athletic Program and set goals for appropriate growth.
- In partnership with the Dean of Academics, oversee the student life responsibilities of the International Student program in collaboration with the Director of the International Students Program

Qualifications of the successful candidate will include:

- A mature Christian faith and the ability to nurture this faith in students;
- Substantial experience in middle and/or high school administration or teaching
- A Masters Degree in Education or a related field
- The readiness to collaborate with colleagues, specialists, parents, and the larger school community.
- Strong communication and "people" skills that will help cultivate energy and positive morale
- Strong detail-oriented managerial skills
- A willingness to embrace wearing many hats in a tight knit educational community.

Contract runs: June 30, 2019 -June 30, 2020

Compensation: Commensurate with Education and Experience

Contact Person: Andrea Bergstrom, Head of School andrea.bergstrom@ccamail.org

*Please inquire by submitting a cover letter and resume to:
Andrea Bergstrom, Head of School
Covenant Christian Academy
83 Pine St., Peabody, MA 01960*

An application may be forwarded to you after we review your resume. Some applicants will enter the interview process after the application review.