



ST. PETER'S LUTHERAN CHURCH

SCHOOL PRINCIPAL

OVERVIEW

The Principal is responsible for providing servant-leadership for the long-term success of our K-8 school in a manner strategically aligned with the Purpose of St. Peter's Lutheran Church. **The Principal is responsible for the leadership and management of the school's day-to-day operations.** In partnership with executive leadership and the School Ministry Board, the Principal sets the school's vision and multi-year strategy. The Principal is a member of the Ministry Leadership Team and the Vision Team.

RESPONSIBILITIES

- **Personal Well-being**
 - a. To grow daily in a relationship with Jesus
 - b. Cultivate loving relationships
 - c. To live out our Guiding Principles: "Face to Face, Side by Side, and Back to Back."
 - d. Active member of St. Peter's Lutheran Church, preferred or local congregation

- **Leadership**
 - a. Champions the School's Vision: **"Be the safest, best, Christ-centered, and affordable private school in our county, aiming to grow our students academically, emotionally, socially, and most importantly, spiritually."**
 - b. Love and support our students and school ministry families
 - c. Owns the development and implementation of a long-term strategy for our school to help accomplish St. Peter's Vision and fulfill its Mission
 - d. Owns the development and implementation of the school curriculum and uses data to drive the curriculum and instructional plan of the school
 - e. Provide leadership for maintaining a Christ-centered culture that will contribute positively to the life, growth, and learning of all students and enable each student to experience maximum growth spiritually, physically, emotionally, socially, and academically
 - f. Serves on the Ministry Leadership Team and Vision Team
 - g. Promote enrollment and promote school within the congregation (worship, events, etc.) and in the community
 - h. Promote, recruit, and steward donors for the Scholarship Granting Organization (SGO), cultivating strong relationships and managing ongoing donor engagement and support.

- **Management**
 - a. Attends monthly School Ministry Board meetings
 - b. Manage assistant principal, faculty, and administrative assistant

- c. Provide ongoing instructional supervision and performance evaluation of our teachers
- d. Provide and encourage professional development opportunities for staff
- e. Oversee onsite testing implementation
- f. Maintain accreditation through the Indiana Department of Education and the National Lutheran School Accreditation
- **Partnerships**
 - a. Maintain a positive relationship with our local public school corporation and community stakeholders
 - b. Partner with the Executive Director for consistency in marketing and enrollment financial requirements: SGO and School Choice
- Maintains taser certification requirements and wears taser throughout the school day. (optional)

COMPETENCIES

- Ability to communicate the gospel to children, families, and staff.
- Loves children
- Growth mindset
- Visionary leadership
- Performance management (work plans, performance evaluations, and development planning)

QUALIFICATIONS

- Models a personal relationship with Jesus Christ
- Master's Degree in Administration
- Minimum of three years of educational leadership experience
- Understands 21st-century instruction and classroom structure
- LC-MS Rostered is preferred but not required. Employee is willing to complete doctrine certification or colloquy, within two years of employment.
- Communicates effectively - written and verbal with students, parents, and co-workers
- Possesses a current teacher and administrator's license from the state of Indiana *or is willing to secure within one year*
- Highly proficient in Microsoft Office/Google software applications

REPORTING

Executive Director

FULL-TIME EXEMPT POSITION