



Manager of Student Learning & Life

Education with a Christian perspective draws our attention to the wonders of God and what he has created.

POSTION: PART-TIME

LISTING DATE: JANUARY 10, 2024

CLOSING DATE: MARCH 29, 2024 (OR WHEN POSITION IS FILLED)

STARTING DATE: AUGUST 1, 2024

About the Job

The Manager of Student Learning & Life is responsible to supervise the envisioning, design, and implementation of the Thunder Bay Christian School (TBCS) student learning and personal growth experience. This encompasses the domains of curriculum, instruction, assessment, and faith integration and is designed to meet the diverse learning needs represented in the TBCS community while complementing the diverse roles and teaching styles represented by staff. The Student Life portion of this position encompasses the management and direction of a vibrant weekly chapel program, ensuring that material is available to assist staff in the implementation of the schools yearly Bible theme.

Our obligation is that every aspect of the education received at TBCS be deeply rooted in God's Word. In addition to academics rooted in the belief that God created all things, our hope is that each and every student at TBCS grow in their faith and personal walk with our Lord. We wish to nurture a love and need for Christ and trust in His truths, so that when they leave they feel equipped to joyfully follow and serve Christ in ALL aspects of their lives.

Key Responsibilities

Spiritual Leadership

1. Maintain a close personal walk with the Lord that is demonstrated through their spiritual leadership and encouragement for the staff and students.
2. Along with the Director of Operations, oversee the integration of the reformed Biblical worldview and all elements of a Christian philosophy of education throughout the curriculum, including Christ in the classroom.



THUNDER BAY
CHRISTIAN SCHOOL

Vision and Goal Setting

1. Initiate and engage in dialogue with the Director of Education and HR/Program committee members, surrounding curriculum, instruction, and assessment that align with the TBCS mission & vision.
2. Actively identifies learning trends and seeks broad-based input in implementing innovative changes in response to organizational needs.
3. Develop and maintain external relationships with the broader learning leader community at Edvance to share and collaborate for the greater good of TBCS.
4. Promote and celebrate the effective learning work of TBCS both internally and externally.
5. Collaborate with the Director of Operations in setting goals for learning improvement and work with the teachers to achieve the goals.
6. Collaborate with the Tech committee staff representative and Director of Operations to align educational priorities with technology initiatives.

Equipping and Facilitating

1. Develop and execute effective, regular structures of communication with staff regarding Biblical and academic curriculum. Report to the Director of Operations.
2. Provide feedback to teachers on unit and lesson planning, participating when requested or as needed. Equip staff with the understanding and skills necessary to implement learning initiatives. Assess current and potential instruction and assessment practices.
3. Assess curriculum for resource viability and sustainability. Develop creative strategies to empower and work collaboratively with staff to increase awareness of resources available that support student learning.
4. Maintain the school's Curriculum Trac resources, ensuring the all staff input relevant and detailed information in a timely manner every school year.
5. Working with the Director of Operations, consult with teachers individually and lead collaborative groups or grade level teams, on an 'as-needed' basis to join forces as a staff team, making sure that everyone feels supported and is working together. Continuity and consistency from grade to grade is key.
6. When new resources are needed, work first with the staff member requesting it to research and collect information on potential resources. Once resources have been determined, work with the HR/Program committee to determine the best option.
7. Plan and execute (or oversee execution) professional development with the support of the Director of Operations.
8. Takes a lead role in structuring professional growth plans and teacher evaluation with the Director of Operations.
9. Identify and communicate the structural requirements needed to promote learning at TBCS to the Director of Operations (learning spaces, schedules, budget, etc.)

10. Focus, review, and report in depth to the HR/Program committee, on at least one subject per year. Work with the chair of the HR/program committee to build regular meeting agendas. Provide minimum quarterly reports (or as needed/requested by the committee) of the current academic review highs and lows, projections and plans, and MAP testing results. These reports would also be presented to the Board.

Qualifications & Requirements

Education & Experience

- Current professional OTC (Ontario Teachers Certificate) certification and/or a CSTC (Christian School Teachers Certificate), CSTC may be worked towards
- Preferably a Master's in Educational Leadership or Curriculum (or accepted equivalent)
- Evidence or experience that equips the Director of Student Learning and Life to lead our teachers to teach Christianly and implement a Christian educational program at TBCS based on the Reformed worldview.
- Evidence of a personal commitment to ongoing lifelong professional development

Commitment

- Evidence of a personal commitment to Christian Education. A realization of the gift that it is to be part of a community of believers dedicated to planting and nurturing seeds of faith in our students.
- Clear evidence of sincere Christian faith and dedicated church membership
- Alignment with the community conduct standards (schedule H) of TBCS and a commitment to uphold these standards.
- Committed to the Mission, Vision, and Belief Statement of Thunder Bay Christian School.

Compensation

To be determined, based on qualifications and experience. This position could be combined with another leadership and/or teaching position.

Application:

To Apply for this position please refer to our website www.tbcs.school.

The “**About Us**” link has a tab for “**Employment**” opportunities. On the Employment page, please reference the “Staff Application Package” for detailed information and application instructions.