



# Delaware Valley

## CLASSICAL SCHOOL

### **POSITION DESCRIPTION: LOGIC & RHETORIC SCHOOL PRINCIPAL**

DVCS seeks a Principal for its logic and rhetoric schools for the 24-25 school year.

Status: Administrative - This is a full-time, 40 (plus) hour, 5-day per week role.  
Supervisor: Reports to the Head of School

#### **About Delaware Valley Classical School**

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Delaware Valley Classical School (DVCS) is a classical Christian school of 178 students and 32 faculty and staff located in New Castle, Delaware. The school has roots dating back 30 years. At DVCS, we offer a robust K-12 education with a view toward advancing the school's four core values of excellence, wisdom, joy and gratitude in our community.

#### **Summary**

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The Principal will set an example in communication, attitude, and behavior, demonstrating the centrality of Jesus Christ in all of life. The Principal will demonstrate the highest level of time management, attention to detail, and thoroughness of preparation. Likewise, the principal must have a robust understanding and appreciation of classical Christian education and how this philosophy of education filters into the daily lessons and rhythms of school life. The Principal will show humility and grace in all circumstances, a willingness to grow and learn every day, and will be instrumental in the enhancement of the academic program from a 12-K perspective.

#### **Ideal Candidate Characteristics**

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The ideal candidate will be a professional with a collegial leadership style and experience managing teams. The role will require a leader who is able to manage effectively in a highly collaborative organization and has a personal style that inspires confidence and respect. The ideal candidate has a keen analytical mind and eye for details, is organized and communicates complex information clearly and plainly for all to understand. Ideal candidates should also bring the following qualities and qualifications:

- A deep Christian commitment, agreement with the DVCS Statement of Faith, an active church life, and desire to minister to both colleagues and students.

- An understanding, vision, and enthusiasm for classical Christian education coupled with a creative, can-do attitude.
- Humility, emotional intelligence, and relational wisdom.
- Outgoing and inquisitive, with an ability to engage community members to promote the interests of the school.
- Persuasive oral and written communication skills.
- Excellent listener (“hearing” what is being said and not said), following up and probing effectively.
- An eager learner.
- Is a person of high ideals and high expectations.
- Bachelor’s degree and prior administrative experience required. Master’s degree preferred.

## **Duties and Expectations**

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The duties and expectations of the job include the following:

1. Academic:
  - a. Oversees and implements the academic program of DVCS from 7-12 and plays an integral role in overall curriculum/program development 12-K.
  - b. Trains teachers and families in what it means to partner in the education of children well.
  - c. Works with the Director of Academic Resourcing and support staff to implement effective, minimal, and philosophically compatible academic assistance for students in need.
  - d. Enforces attendance, discipline, late work and homework policies.
2. Cultural:
  - a. Is proactive in understanding and seeking to inculcate the mission, vision, and cultural values of the school in faculty, staff, parents, and students.
  - b. Understands the long-term classical Christian vision of DVCS and helps to focus families on the vision.
  - c. Is the lead disciplinarian of upper school students.
  - d. Creates and fosters, in conjunction with the Head of School, a culture of excellence, teamwork, and collaboration amongst the staff, teachers, students and families.
3. Pedagogical
  - a. Manages and evaluates the faculty and ensures that their work is being done in accordance with expected standards as outlined in the Faculty/Staff Handbook.
  - b. Ensures the use of effective, classically based methodologies and practices in the classroom.
  - c. Challenges teachers to improve their teaching practice and understanding of classical pedagogy through coaching, professional development, modeling, and collaborative planning.

- d. Ensures learning environment and classroom instruction maximizes student learning and the time available.
4. Leadership
- a. The Principal participates as a member of the Head of School's administrative team to advance programs and address problems in light of school mission.
  - b. Assists the Head of School in the recruitment and selection of applicants for faculty positions.
  - c. Works as part of a team to develop and execute orientation programs for students and parents.

### **Application Process**

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In one email, please submit a cover letter, CV or resume, a list of three professional references with email address and phone number for each reference, a statement of your educational philosophy in 500 words or fewer, and salary requirements to Anthony G. Urti, Head of School via email: [aurti@dvclassical.org](mailto:aurti@dvclassical.org)

All employees will be required to pass a background check.

*Subject to the Constitution of the United States and all applicable state and federal laws, DVCS does not discriminate in its employment practices. The school uses religion as a hiring criterion due to the mission and nature of our school as a faith-based, specifically a Christian, institution. The school follows the tenets of its religion in establishing employment criteria, and employees are expected to live consistent with the school's religious tenets. Whenever consistent with its Christian mission, DVCS also complies with the requirements of the Americans with Disabilities Act of 1990 and comparable provisions of Delaware Law.*