

Position Title: Principal/Head of School
Reports to: Board of Directors
Evaluated by: Board of Directors
Salary: Raise your own support or retirement savings.

Oaxaca Christian School is a small, private school for children of missionary families. We are located in the capital city of the state Oaxaca in southern Mexico. Oaxaca Christian School represents families from about fifteen mission organizations and currently has 50 students.

OCS Mission statement:

The purpose of Oaxaca Christian School (OCS) is to help evangelical missionary families in the education of their children: *spiritually, academically, physically, and socially.*

Recognizing that God has given parents the ultimate human responsibility for the development of their own children, OCS desires to serve and assist them in the training of their children.

OCS Goals:

Before God, OCS will endeavor to:

- Promote an environment where the student will encounter a vital relationship with the Lord Jesus Christ.
- Provide an excellent academic education to prepare the student for his or her future life.
- Provide opportunities for physical development that will promote a healthy life style.
- Assist the student in his or her development of social skills with both student peers and with adults.

Principal's job summary:

The principal of Oaxaca Christian School must be passionate about serving God and desires to provide the best possible Christ-centered education. He/she is responsible for providing sound Biblical Christian leadership, including a wholesome spiritual, emotional, intellectual, and professional climate in the school. The principal is accountable to the Board of Directors.

The principal oversees the work of the entire staff, including teacher staff, secretarial staff, and custodial staff. In general, the principal will be responsible for educational, business, admissions, personnel, general school budget, maintenance, and constituency-related functions of the school. The principal must be in complete agreement with the school's mission statement, vision, purpose and statement of faith.

Qualifications required:

- Personal relationship with Jesus Christ and member of an evangelical church.
- Minimum two years teaching experience or administration experience, or a combination of both.
- Experience in a foreign culture.
- know some Spanish

The principal shall:

- lead Oaxaca Christian School in carrying out its mission and vision.
- demonstrate effectiveness in instructional leadership.
- demonstrate effectiveness in organizational management
- demonstrate effectiveness in shaping an organizational culture that promotes the educational vision and mission of Oaxaca Christian School
- demonstrate effectiveness in supervising the work of the faculty
- demonstrate effectiveness in promoting the school to prospective parents and missionary community.