

Las Vegas, NV – Principal K-8th Grade School/Associate Pastor

CALVARY COMMUNITY CHURCH

Rev. Bruce A. Morris

2900 N. Torrey Pines Drive

Las Vegas, NV 89108

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Job Description:

- The Principal is the chief executive of Calvary Christian Learning Academy and in partnership with the Church/School Board, is responsible for the school's success by providing spiritual, educational and administrative leadership. This leadership will enable the school to fulfill its mission to provide an exemplary education and enduring values rooted in the gospel of Jesus Christ.

Key Responsibilities:

- Overseeing the academic quality of the school to insure that each student receives an exemplary education.
- Executing and/or overseeing all administrative aspects of the school.
- Overseeing of recruitment, interviewing and communication with prospective families
- Overseeing the hiring, required management of teachers and staff in collaboration with, and subject to the leadership of the lead pastor.
- Insuring effective ongoing communication among all members of the school community (principal to teacher, principal to families, teacher to families, etc).
- Overseeing all volunteer activities in collaboration with the parent association leadership.
- Executing the daily operations ensuring adequate staffing and substitute staffing as needed.
- Much more detail is available upon request.

Pastoral Responsibilities:

- Perform pastoral duties as assigned by the lead pastor to ensure that a close bond is maintained between the school ministries and the church ministries.

Experience and Education:

Minimum of a Bachelor's Degree with experience as principal or vice principal.