



## *Opportunity Profile*

*for the position of* **HEAD OF THE UPPER SCHOOL**

The Upper School inspires students and graduates to be winsome disciples who make level paths for their feet, persevere through adversity with character and hope, and stand firm in Christlike love.

We equip students to view all of their daily pursuits through the lens of faithful stewardship, with an awareness that “every good gift and every perfect gift is from above...” (James 1:17). God has written each one of us into His cosmic story, and He calls us to make the most of what we have, playing our unique part in this larger story. By surrendering our hearts, sharpening our minds, and serving with our hands, we participate in Christ’s kingdom here on earth.





## Our School

In 1949, a small group of parents gathered together with the shared conviction that God wanted to raise up a school where children and young people would be educated in "the fear of the Lord." Throughout the year, these visionary parents gathered weekly to pray for God's direction and seek His provision in making Christ-centered education the key to knowledge. In September 1950, Delaware County Christian School (DC) officially opened its doors to 58 students in grades K-5 in a local church basement. Today, over 900 students and 160 faculty and staff call DC their school.

Since its inception, Delaware County Christian School has been committed to providing students with quality education from a Christian perspective in order to keep with its mission of educating students who will serve God and impact the world through biblical thought and action. DC's promise is to prepare students for a life of impact through an innovative and exemplary education rooted in Christ.

The Delaware County Christian School community represents a wonderfully diverse tapestry of racial, ethnic, and worship traditions.

**STUDENTS FROM 13 COUNTRIES**  
*And From 36 School Districts*

*Over 150 churches represented in our community*



**RACIAL DIVERSITY 38%**

**41% receive financial aid**

*2 campuses spread across 41 acres*

*98% of graduates pursue further study at collegiate level*

*10:1 student to faculty ratio*

*56% of faculty hold advanced degrees*



## Our Community



Delaware County Christian School is situated on two campuses in the western suburbs of Philadelphia,

Pennsylvania. The Lower Campus in Devon, PA houses our Early Childhood Center and Lower School (grades PK2-5), and the Upper Campus houses our Middle and Upper Schools (grades 6-12). Located only fifteen miles from center city, Philadelphia, the school's community combines the benefits of bucolic historical towns and the excitement of living on the threshold of one of the most vibrant and exciting cities in the United States with its plethora of cultural, artistic, and athletic attractions. DC's location is ideal for interstate and rail travel up and down the northeastern coast of the United States, and the Philadelphia airport provides easy access to the rest of the country and beyond.





## Upper School

We desire to prepare students who will lead with wisdom at tables of influence, no matter their respective callings in the future. Proverbs 24:10 warns, "If you faint in the day of adversity, your strength is small." The world needs graduates who will confront challenges with truth, courage, and compassion; we trust that the fortitude and humility forged here will position students for lives of impact.

In the Upper School at Delaware County Christian School, we seek to live out our core values in all we do and say. We strive for excellence in every area, beginning with our college preparatory curriculum and continuing with our co-curricular programs.

At DC, spiritual formation and rigorous academics are not two distinct ends, but go hand-in-hand. A commitment to academic faithfulness is an important way that we magnify God and learn to love Him more.



Teaching for Transformation (TfT) is a framework for integrating Christian faith and learning. DC uses this model to help teachers and students better understand how we each play an integral role in God's story. We invite each other to see God's story and then to live that story out in our lives each day.

Teachers use throughlines to connect a unit's learning outcomes to God's story. The nine throughlines are: God Worshipers, Truth Discerners, Beauty Engagers, Order Discoverers, Justice Seekers, Servant Workers, Creation Stewards, Community Builders, and Image Reflectors. Teachers are challenged not simply to tell the students about the throughlines but to provide opportunities to "live" the chosen throughlines. Students are provided opportunities to engage in "real work that meets real needs for real people," and are encouraged to engage with the question: what does God call us to "be?"

## PROGRAM HIGHLIGHTS

- Rigorous college preparatory curriculum offering 18 Advanced Placement courses, being recently named to the AP School Honor Roll for "schools that have done outstanding work to welcome more students in AP courses"
- Robust [Academic and College Counseling program](#) beginning in the spring of 8th grade, providing students with customized guidance as well as internship opportunities
- Cutting-edge Center for Innovation, providing a space and an academic model of project-based learning as the catalyst for deeper learning
- An intentionally phone-free school day enables students to "come in out of the wind," focusing their time on campus on learning and relationships
- Beautiful Student Union which serves as both a Dining Hall as well as a college-like, collaborative work/recreation space for students
- Renowned [Fine Arts programs](#) nurturing students' dramatic, musical, and visual art passions. Our students regularly gain recognition for excellence in the arts, including admission to and scholarships from highly-ranked art schools
- Competitive [athletics](#) program pursuing "Everyday Excellence and Championship Character"
- Highly successful Robotics, Hi-Q, and Mock Trial teams
- Exceptional [faculty](#) dedicated to nurturing hearts and sharpening minds
- An Upper School academic program divided into two "schools": [The School of Liberal Arts \(SLA\)](#); and [The Schools for Applied and Innovative Learning \(SAIL\)](#)

# The Opportunity

## HEAD OF THE UPPER SCHOOL, DELAWARE COUNTY CHRISTIAN SCHOOL

*Note: This full-time position will begin July, 1 2025 (with training beginning in June, 2025)*

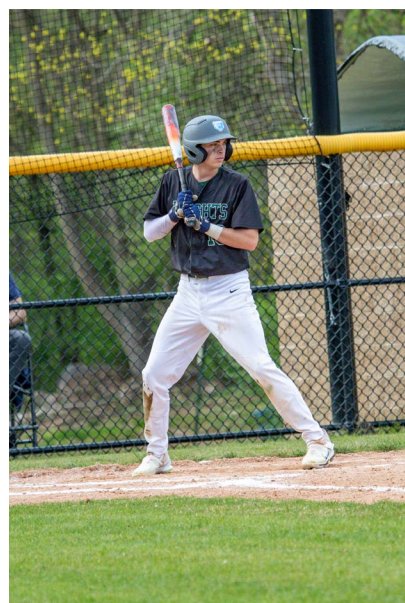
The Head of the Upper School provides vision, leadership, and direction to the Upper School. This position provides supervision in administering academic programs and initiatives, supports and empowers faculty, and fosters a school culture of academic excellence, spiritual formation, and student character development in line with Delaware County Christian School's mission. This position also leads all administrative functions of the Upper School. This position reports directly to the Assistant Head of School and participates on the Executive Team, Leadership Team, and Academic Team.

### REQUIREMENTS:

- Personal commitment to Jesus Christ and solid understanding of the Word of God
- Understanding of and alignment with DC's philosophy of Christian Education
- Master's Degree in education or related field
- Five years or more experience in teaching at the High School level and 3 years of Administrative Leadership experience in a school setting including oversight of daily operations and management of faculty and staff

### SKILLS REQUIRED:

- Strong verbal and written communication skills
- Strong critical thinking skills and a solutions-oriented mindset
- Strong interpersonal skills and emotional intelligence, with a demonstrated commitment to servant leadership
- Strategic leader able to cast vision for and implement strategic initiatives
- Ability and ease with public speaking
- Ability to make Christ-centered decisions with a mission focus while maintaining a collaborative environment
- Ability to manage multiple constituencies with wisdom, diplomacy, and positivity



**CLICK TO LEARN MORE**  
*about DC and what we believe*

Please check the school's website - [www.dccs.org](http://www.dccs.org) - regarding personal faith alignment. If you believe that we are a best-fit school for you to develop personally, professionally, and spiritually, please complete the Staff Application to apply. Please direct any questions to our Interim Director of Human Resources, Lori Chung at [Ichung@dccs.org](mailto:Ichung@dccs.org).





## DUTIES & RESPONSIBILITIES:

- Provide leadership for the academic program to plan, and implement, with division faculty, a comprehensive educational program designed to provide an exemplary and innovative educational program that meets the needs of all learners
- Monitor student achievement data to inform school-wide instructional efforts
- Support the Director of Student Support Services for the division
- Foster, in conjunction with the faculty, a spiritual formation program for students designed to augment and amplify the spiritual development efforts of the home and church
- Plan, implement, and coordinate in conjunction with faculty/staff, a comprehensive and consistent program of student conduct, including procedures for student discipline
- In conjunction with the Director of Operations, establish, implement, and review safety procedures and crisis management for the protection of the students and faculty/staff in case of a campus emergency
- Plan, implement, and supervise, in conjunction with faculty/staff, an appropriate student activity and co-curricular program
- Monitor and manage, in conjunction with the Upper School Counselor, a comprehensive school counseling program
- Monitor and manage, in conjunction with the Director of Academic and College Counseling, a comprehensive college and career program
- Implement the DC Framework for Teaching and Banding system for the continuous process improvement for teacher supervision, evaluation, and development
- In conjunction with the Director of Curriculum and Instruction, oversee the induction program for new faculty in the division
- Monitor and manage, in conjunction with the Assistant Head of School, Director of Curriculum, Academic Team, and faculty, a consistent and effective process of curriculum review and evaluation
- Participate as an active member of the Executive Team, Academic Team, Leadership Team, and enrollment and retention committees
- Ensure ongoing effective communication between home and school through general meetings, written communication, and personal contacts
- Work collaboratively with the Parent Volunteer Organization and promote parent involvement where appropriate
- In conjunction with the Assistant Head of School and the Director of Finance, develop and provide oversight of the annual budget for the division

**CLICK TO APPLY**

[dccc.org/about/employment-opportunities](https://dccc.org/about/employment-opportunities)

Questions regarding this position? Please contact Lori Chung, Interim Director of Human Resources, at [lchung@dccc.org](mailto:lchung@dccc.org).



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