

ROLE DESCRIPTION

Director of Student Experience

ROLE SUMMARY

The Director of Student Experience stewards the culture of the school related to discipleship, spiritual growth, student activities and experiences, student leadership, conduct and behavior. Primarily focused on the student experiences outside the classroom, you are responsible for the development and leadership of engaging student activities and services that support and enhance the culture of the student body, student character and spiritual development, student leadership, student government, and involvement and engagement in campus events and activities.

As a supervisor and hands-on collaborator, you must be adept at leading and working with members of your team, and with the faculty, coaches, administrators and parents to create an exceptional student culture, steeped in our vision and mission. The following table identifies areas for you to lead directly and other areas to empower and support.

Areas to Lead and Attributes to Possess	Areas to Empower and Support
Wisdom and Discernment of the Student Culture	Weekly Chapel
Spiritual Discipline of the Student Body	Life Groups / Prayer Partners
Safety & Security of the Student Body	Student Leadership / Student Government
Exceptional communicator to parents	School Spirit and Community Gatherings
Leader of People	Fun and Engagement for Students
Motivated Equipper	Class retreats
Organization, Planning and High Executive Function	Local Service with support to/from Discovery

The team you lead and empower will look to you to set direction and focus. But, with the entire student body's experience at stake, you cannot possibly do everything, lead everything, and be everywhere your team must touch and influence. Therefore, you will develop and maintain clear annual Operating Plans that include systems of assessment and reporting so that you know more than you can personally observe, and that such assessments and reporting will inform and influence the strategic direction of your team. You will also be highly self-aware of your own abilities and hold on to what you do best, while remaining humble and truthful with regard to your limitations so that you rightly empower others in areas where they will be more effective.

You are most likely to thrive in this role if you can wake-up each day with the thought on your mind, *"How will we honor God today at Valor, and what is in the best interests of our students?"* With this thought as your clarion call, you will demonstrate a love for students and a desire to personally invest in their spiritual, emotional and social maturation. You and your team will compassionately respond to the intellectual, social, emotional, physical, and spiritual needs of each student. And you will consistently partner and communicate with parents in the shared desire of student growth and character development

Finally, in developing and executing your plans, you will need to be deliberate, patient, seek counsel and advice from others, be willing to take judicious risks after careful planning, and ultimately execute your

annual plan for stability and improvements. When conflict arises, or when failure of tactics occurs, you will quickly and thoroughly assess, revise, and move forward with confidence and energy, not being overly critical or apathetic; but keeping your focus clear and directional.

RESPONSIBILITIES

Possess and Model a Mature and Growing Relationship with Christ

- Pursue full devotion to Christ and live a life that reflects that authenticity
- Model the fruits of the spirit in communications, relationships and daily work
- Demonstrate teachability and a willing heart for service
- Embody others-centered, servant-leadership in all interactions

Demonstrate Trustworthy Commitment to Valor Christian High School

- Accept and uphold Valor's *Statement of Beliefs* and *Christian Community Policy*
- Accept and abide by all affirmations in Valor's *Annual Statement of Commitment*
- Be relationally involved in the life/lives of our students with a heart of service and mission
- Be relationally involved with all Valor team members – those you supervise, those who are your peers, and all who you interact with

Provide Strategic, Effective, Inspiring Leadership and Team Support

- Uphold and embody Valor's culture as set forth in the *Valor Culture Document*
- Model servant leadership, grace and love in all relationships and interactions
- Develop relationships with colleagues with goals of teamwork, relational unity and spiritual growth
- Engages in establishing a strategic vision and annual Operating Plan for each area of Student Experience and have those plans 'roll-up' to a Cabinet-level Operating Plan
- Provide leadership to ensure programmatic excellence for all student experience areas outside of the classroom
- Hire, train and supervise staff leads and ensure the ongoing professional development of staff members to support and continue to grow and develop their abilities
- Create and oversee the budgets of the area directly reporting to you
- Establish and maintain appropriate systems for measuring programmatic and operational success

Demonstrate and Grow in Valor Leadership Attributes

- Assume collaborative responsibility for Operating Plan Goals and Fiscal stewardship
- Be a 'culture- keeper'
- Actively Participate in Valor Team meetings
- Pursue professional/personal/spiritual growth and development
- Demonstrate loyalty to teammates in action and word
- Pursue and uphold relational unity with Team members
- Assist Team members to facilitate school-wide wins

RELATIONSHIPS

- Students
- Student Experience Team
- Faculty

- Athletics Team
- Arts Tem
- Discovery Team
- Parents
- Cabinet Members

RESULTS

Valor’s mission to empower students to discover their passions and to develop their unique gifts and abilities while growing in wisdom, knowledge, leadership, faith and service will be manifest and our student outcomes will be realized. Students and parents will testify that the student culture at Valor is well-suited, protected and nurtured so that the campus environment is highly conducive to each student thriving in their person and relationships.

EDUCATION, EXPERIENCE, AND REQUIRED COMPETENCIES

- Bachelor’s degree in related field; Masters preferred
 - Youth and Family Services
 - Counseling
 - Biblical Studies
 - Youth Ministry
 - Organizational Leadership

Note: Preferred education above may be satisfied through unique and meaningful additional life and work experience.

- Excellent oral and written communication skills
- Excellent management skills
- Excellent problem-solving ability, judgment and sound decision making
- Good time management and the ability to adapt to changing priorities
- Good coaching, counseling, mentoring and advising skills and ability
- Good planning and organizational skills with attention to detail and a high level of accuracy
- Familiar with utilizing emerging technologies, software, and applications to promote and enrich student activities, organizations and clubs, and student engagement overall.

POSITION TYPE: Full-time, Year-round, “C” classification

HOURS PER WEEK: 40

SUPERVISOR: Head of School