



# WESTMINSTER ACADEMY

DEVOTED TO CHRIST • DEDICATED TO EXCELLENCE



## POSITION PROFILE

UPPER SCHOOL PRINCIPAL

## Mission Statement

Westminster Academy is a Christ-centered, biblically-based college preparatory school dedicated to equipping covenant students to excel by using their gifts and talents for God's glory.

### The Opportunity:

Reporting to the headmaster, the upper school principal supervises the overall upper school program, grades 6-12. Some of the duties of the position include:

- Serves as the administrative, instructional and spiritual leader of the upper school
- Recruits, screens and recommends all instructional staff and support staff appointments to the headmaster
- Supervises and evaluates the upper school administrative team
- Evaluates instructional effectiveness of classroom teachers and makes recommendations for teacher contracts
- Supervises and delegates responsibility of all administrative and guidance personnel
- Develops, evaluates and implements a quality curriculum in consultation with the curriculum director and headmaster
- Assures articulation between the elementary school and the secondary school instructional programs and between the secondary school and post-secondary institutions
- Directs the instructional program to assure compliance with accreditation standards and to meet individual student needs
- Provides counseling for staff, parents and students
- Provides administrative presence at athletic contests
- Serves as a member of the program team and is a member of the senior leadership team of the school

### School History:

Westminster Academy is a nationally recognized, accredited, college preparatory school with **rigorous academics, competitive athletics, and award-winning fine arts**. Students in PK2 through 12th grade are prayerfully immersed in a caring, Christ-centered setting in such a way that Westminster Academy becomes more than a school—it becomes a community. It is within this community that lessons are learned, life is lived, friendships are forged, and worldviews are formed. This all comes together to create a unique experience not found anywhere else—the Westminster Academy experience.

Since its founding by the late Dr. D. James Kennedy in 1971, Westminster Academy has been decidedly mission-driven, firmly committed to Christian scholarship, and keenly focused on kingdom impact for the glory of God. With these combined core convictions as

a cornerstone, Westminster Academy serves Christian families in South Florida by educating and equipping their children to be exceptional thinkers, lifelong learners, and influential leaders with a biblical and scholarly perspective for college and beyond.

Our graduates have received extraordinary amounts of college scholarships—most recently, the 77 students of the Class of 2018 collectively received \$8.5 million in offers. Many go on to attend the top-tier universities in the nation including the United States Military Service Academies, UNC at Chapel Hill, Covenant, Duke, University of Florida, Florida State University, Furman, Georgia Tech, Gordon, Harvard, Holy Cross, MIT, Notre Dame, University of Pennsylvania, Princeton, Stanford, Vanderbilt, Wake Forest, Wheaton, and Yale.

## What do we believe?

Westminster Academy is an educational ministry of **Coral Ridge Presbyterian Church**. It gives instruction to children and youth from within a biblical framework as interpreted through the historic, orthodox creeds and doctrines of the Church. In particular, it views God, life, and scripture through that form of biblical interpretation presented by the **Westminster Confession of Faith** and the Larger and Shorter Catechism

### Westminster Academy graduates...

**...are Christ followers.** They seek to understand His purpose in their lives. They see the world through a biblical lens and seek Kingdom priorities over personal ones. They share the Gospel through both their word and witness and are adept at defending the faith.

**...are community builders.** They build Christ-honoring relationships with others in their communities, careers, churches, and homes. They are effective communicators and collaborators and are quick to engage the culture with integrity.

**...are committed to excellence.** They relentlessly pursue excellence in all things. This pursuit is marked with discipline, diligence, and resilience—along with an explicit recognition that good enough is neither.

**...are critical thinkers.** They approach problems, issues, and challenges using reason and logic to discover answers. They are lifelong learners continually gathering knowledge and skills as resources to draw from in formulating innovative solutions.

**...are compassionate contributors.** They recognize all they have been given is a gift from God and for His glory alone. They are grateful in attitude and generous in action—seeking to help those who cannot help themselves.

### Academics:

Westminster Academy provides a rigorous, classically integrated, academic curriculum balanced with an award-winning arts program, as well as a diverse athletic program.

Westminster Academy is a Christ-centered, biblically-based college preparatory school dedicated to equipping covenant students to excel by using their gifts and talents for God's glory. The professional staff averages over ten years of experience, with over 65% holding a master's degree or above.

The Upper School grades 9–12 have approximately 315 students. The recent graduating class had 77 students. They received over \$8.5 million in scholarship offers, accumulated a total of over 30,000 community service hours, and had a 98% college placement rate. The Upper School offers both AP and College Dual Enrollment courses.

### Arts:

The Fine Arts Department strives to instill within each student an appreciation of these disciplines as a gift from God to be used for His glory. WA's award-winning program consists of numerous class offerings in art, band, chorus, dance, drama, music, orchestra, broadcasting, photography, and digital design. WA students receive an age-appropriate background in the arts beginning in PK2. Our upper school music program has been awarded a Music Enrollment Award by the Florida Music Educators Association for having over 35% of our students involved in music.

### Athletics:

Westminster Academy's student-athletes and coaches commit to seeking excellence through athletics. The platform of athletics is not only an extension of the classroom but an expression and testimony of our faith in Christ. Luke 12:48 states, "To him that much is given; much is required."

Lion athletes enjoy a high level of excellence, as evidenced by the 23 students in the Class of 2017 who received athletic scholarships. WA student-athletes display an uncanny devotion to competing hard and within the rules of their respective sport. This distinction serves as a testimony of who we are in Christ.

## Desired qualities of the next Principal

Westminster Academy's next Upper School Principal should embrace the challenge to intentionally craft student culture, to press the academic program forward, and to cultivate spiritual formation. The opportunity to work with a strong leadership team, mine the rich heritage of the school, and to help lead the school into its next season represents a unique career chapter. The ideal candidate should have demonstrated leadership and experience in school or university administration with a master's degree in administration, education leadership or related field.

## Class of 2018 *(By the numbers)*

77 GRADUATES RECEIVED OVER  
**\$8,500,000**  
IN SCHOLARSHIP OFFERS

**52%** of the Class of 2018 received **Florida**  
**Bright Futures** Scholarships



## Notable College Acceptances



**9**  
AP SCHOLARS

**13**  
ATHLETIC SCHOLARSHIPS



**786 college credits** were earned through Westminster Academy's Dual Enrollment Program

### To Apply:

Interested and qualified candidates should submit electronically in one email and as separate documents (preferably PDFs) the following materials to Charter Oak at the attention of **David Urban (Durban@charteroak.us)** or **Paul Neal (pneal@charteroak.us)**:

- Cover letter expressing interest in this leadership position;
- Current resume;
- Statement of Faith that demonstrates how that faith shapes one's educational philosophy and practice;
- List of five references, including name, phone number, and email address  
*(references will be contacted only with the candidate's permission)*

Note: all inquiries will be considered confidential.