



## **KING'S WAY** CHRISTIAN SCHOOLS

### **Director of Tuition Services and Community Engagement Vancouver, Washington Kwcs.org**

The King's Way tuition, services, and community engagement team are assisting the administration as it seeks a highly-qualified leader. The preparation team was made up of staff and stakeholders.

Reporting to the Superintendent and the Business Administrator, the Tuition Services & Community Engagement Director plays a pivotal role in the strategic leadership of enrollment planning with a focus on tuition assistance, information management, diversity, inclusion, retention, volunteerism, financial agreements, and institutional market research. The Director will play a key role by working collaboratively to advance the school's mission and vision. The Director of Tuition Services & Community Engagement Director will guide the development of the school's financial strategies for the retention of current families and newly accepted families in ways that are consistent with the school's mission, and also nurture a community-wide focus on best retention practices. He or she will research, monitor, understand, and analyze emerging local, regional, and national demographic trends that affect independent school tuition management and provide meaningful reporting to the Superintendent, Business Administrator, and the Board to inform decisions based upon data. The ideal candidate will have a master's degree or higher and three to five years of leadership experience, strong interpersonal skills with the demonstrated ability to develop relationships across all constituencies, excellent written and verbal communication skills, and a strong comfort level with data-driven decision making. The Director will have proven presentation skills and presence, a strong customer focus, excellent analytical and problem-solving skills, strategic thinking coupled with the attention to detail needed for successful planning and execution, an understanding of computer applications, and a demonstrated commitment to diversity and inclusivity.

The ideal candidate will have an advanced degree, superior organizational skills, and the ability to work with a high level of consistency and integrity; leadership experience in an independent school setting; highly developed communication skills, both verbal and written; a great sense of humor and optimism; and an unbridled faith in students' ability to learn and grow.

King's Way is dedicated to providing over 925 students with a Christian education. We believe a Christian school is more than adding Bible classes to a regular school curriculum, it is our desire to help students grow personally in their relationship with the Lord, their peers and with those in authority, whether in the classroom, on the playground, or on the playing field.

To apply, please submit a cover letter and resume to [JasonTindol@kwcs.org](mailto:JasonTindol@kwcs.org) explaining your interest in and qualifications for this position, which begins in July 2019. The timeline for the search and hiring process is included on page 2.

#### **Mission Statement**

***King's Way partners with families to provide a Christ-centered education for the whole child leading to life change in each student.***

## **Timeline for the Director of Tuition Services and Community Engagement**

**January 2019** - Establish a Director preparation committee (Staff, stakeholders)

**January 25, 2019** - First Director preparation committee Google document discussions

**January 23, 2019** - Presentation of the position description

**January 24, 2019** - Post the position on Facebook, ACSI, and online listings; communicate the description of the position to the faculty

**January 24 - February 15** - Acceptance of candidates' cover letters and resumes

**February 18, 2019** - Selection of top candidates for interviews

**February 18 - March 1** - Formal campus interviews

**March 4, 2019** - Selection of candidate and position offer

**March 5, 2019**- Announcement of the KWCS Director of Tuition Services and Community Engagement

For questions, inquiries, or referrals, please contact [jasontindol@kwcs.org](mailto:jasontindol@kwcs.org)