

Employment Opportunity

The Cambridge School



Position Title **Director of Spiritual Formation / Dean of Students**

Location The Cambridge School, San Diego, California

Reports To Upper School Principal and Grammar School Principal

Job Type Half-Time Position; Full-Time Position possible in conjunction with other available positions

Salary Range \$40,000-\$60,000 depending on experience (for half-time position)

About The Cambridge School

If you're looking for a meaningful vocation that seeks to form young people to live flourishing, eudaemonic lives while collaborating with thoughtful, mission-focused colleagues in an intentional community of faith and learning, The Cambridge School in beautiful San Diego, California, might be just the place for you!

We are a JK-12th grade Classical Christian school that is 18 years old and thriving. We are committed to equipping students to think well, love rightly, and live wisely through an educational model that is rooted in historic Protestantism and the best of the classical tradition. Our mission embodies a dedication to shaping students' affections towards the true, good, and beautiful by providing them with an education that is formative and not merely informative. While this is no easy task in our day and age, together we are faithfully seeking to cultivate wisdom and virtue in our students through our academically-vigorous and spiritually-robust community of faith and learning. If this resonates with you, please go to our school website at www.cambridgeclassical.org to learn more and apply!

Position Overview

The Director of Spiritual Formation/Dean of Students at The Cambridge School plays a critical role in the spiritual/virtue formation of our students by building strong relationships with students and parents, encouraging a thoughtful, intelligent, and winsome Christian faith in our students and providing assistance for our Upper School Advisory Program. This person will also proactively provide parent education and be the primary contact for discipline issues, and be responsible for proper follow up with parents, students and administration.

Essential Duties and Responsibilities

1. Spiritual/Virtue Formation in Student Body

- Build strong relationships across the student and parent body; be an enthusiastic encourager, helping students feel seen and cared for.
- Prepare multiple, mission-aligned devotions throughout the week for Grammar School and Upper School students.
- Prepare materials for Upper School advisory/virtue formation at the direction of the Upper School Principal
- Work collaboratively with principals, faculty, SSS Director, College Counselor etc. to provide support to students spiritually, socially, and personally (and occasionally academically) as needed throughout the year.

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2. Discipline and Behavior Management

- Build strong relationships with students and help win them over to our mission as a strong foundation for effective discipline conversations.
- Help principals enforce school policies and discipline procedures in a fair and consistent manner.
- Work with teachers and parents to address student behavior and both shepherd their hearts with gospel-infused truth while also implementing effective behavior management strategies.
- Step in to handle student discipline issues with appropriate teacher/principal and to conduct follow-up conversations and administrative tasks with parents/student/teachers as needed.
- Plan and provide virtue training/education as needed to various grade levels/target groups at teacher/principal request.

3. Parent and Community Engagement

- Communicate regularly with groups of parents or individual parents regarding student behavior/spiritual growth/virtue growth.
- Collaborate with the school's parents to involve them in deepening their understanding of the mission and how they can partner effectively with the school in our counter-cultural formation.
- Prepare and provide mission-aligned and mission-strengthening parent education in collaboration with the principals and other professionals both within the school and without etc.

Requirements

- Bachelor's degree in theology, biblical counseling, or a related field (Master's degree+ strongly preferred).
- Deep commitment to a historically orthodox expression of the Christian faith that adheres closely to our Statement of Faith and supporting creeds and confessions in addition to the ability to apply the gospel winsomely to day-to-day experiences and situations at school.
- Demonstrates experiential wisdom and discretion in handling sensitive conversations.
- Exceptional interpersonal, written and oral communication, and conflict resolution skills.
- Experience in an educational leadership role, preferably in a Christian school setting.
- Proven organizational, administrative, and leadership abilities.
- Proven success in working collaboratively and communicating effectively with students, parents, and school stakeholders.
- Knowledge of child and adolescent development, counseling techniques, and crisis management.

Benefits

- Competitive salary based on experience.
- Attractive benefits package including health options, retirement plans, and more.
- Opportunities for professional growth and development.

How to Apply

Interested candidates are invited to send a letter of interest, resume, and references to careers@cambridgeclassical.org.

The Cambridge School is an equal opportunity employer and welcomes candidates from all backgrounds who agree wholeheartedly with our Statement of Faith and our articulation of our mission.
