

Director of Spiritual Life Job Description

Purpose of Position: The Director of Spiritual Life fulfills the mission of Des Moines Christian by working with all aspects of the school community to foster a Christ-centered culture throughout the entire campus that is rooted in God's word and covered in prayer.

Position:

- Full-Time
- Calendar Year
- Salaried, at-will employee
- Full-time Benefit Eligible / Calendar Year

Reports To: Head of Academics

Evaluated By: Head of Academics

Qualifications:

- Bachelor's degree in education, biblical studies, or a related field is required.
- Graduate degree in a related education or ministerial field preferred.
- Experience in Christian Education preferred.
- Must understand and be able to articulate how to effectively integrate a Biblical worldview into an academic environment.
- Must have a sincere appreciation and understanding of the diversity within the historic Christian orthodoxy (doctrine, faith, teaching, practice).
- In agreement with the Des Moines Christian School (DMCS) Statement of Faith.
- Active member/regular attendee of Bible-believing church and committed to growth in their personal relationship with Jesus Christ.

Professional Profile:

- Demonstrated commitment to the mission of DMCS: *Equipping minds and nurturing hearts to impact the world for Christ.*
- Characterized with integrity and maintains confidentiality.
- Demonstrates consistent spiritual leadership.
- Possesses a passion for Christian education and student discipleship.
- Ability to effectively carry out a range of activities while also being able to foster deep, meaningful relationships with staff and students.
- Demonstrates grace and truth when working with staff and students.
- Proven ability to work in a leadership role with diverse groups, including faculty, staff, students, administrators, and parents.
- Demonstrates excellence in written and verbal communication and adapts communication style to suit different audiences.
- Utilizes critical thinking and problem-solving skills.

Responsibilities:

Spiritual Leadership

- Facilitates the shared spiritual vision of the school that advances the mission and fosters a cohesive spiritual culture that encourages spiritual growth and maturity.
- Inspires, leads, and equips the faculty in biblical worldview integration throughout all curricular areas.
- Works closely with the Head of Academics to develop a cohesive, vertically-aligned Bible curriculum across all grades.
- Collaborates with the Academic Team to plan and lead professional development that is aligned with the strategic plan to grow as a Christian Professional Learning Community (CPLC).
- Collaborates with division leaders to plan spiritually rich and engaging chapel activities that align across all levels.
- Work with a range of DMC team members to nurture and advance the spiritual climate on campus including the Bible department, counselors, and worship leaders.
- In conjunction with the Head of Academics, supports new faculty in onboarding and ongoing mentorship.
- Continues to acquire professional knowledge and learn of current approaches to spiritual development in Christian education.

Community Focus

- Cultivates authentic opportunities to engage in Christian discipleship with staff and students.
- Collaboratively develops the vision for Parent University and coordinates the efforts to carry out the vision.
- Builds relationships with local pastors and ministries.

Administrative Leadership

- Collaborates with Academic team to assess the health of our spiritual life on campus by facilitating the administration and analysis of a variety of assessments.
- Oversees the process for organizing mission trips and Formational Learning Experiences (FLEx) opportunities.
- Collaboratively plans and executes various spiritual activities that build community among students and staff and promote spiritual growth and development.