

OPPORTUNITY PROFILE

for the position of

SUPERINTENDENT



Beyond Belief

www.timothychristian.com

Elmhurst, Illinois



DALTON GROUP, LLC
Excellence in Leadership

OVERVIEW

Timothy Christian Schools is an independent Christian school founded in 1911 and a member of the Christian Schools International (CSI) educational organization. Today, the school offers classes to approximately 1,080 students from pre-Kindergarten through 12th grade. The school operates debt-free on a 24 acre campus with an annual budget of approximately \$8 million, and it has an established foundation which financially supplements various aspects of the Timothy experience.

The Superintendent is responsible for the day-to-day operations of all facets of Timothy Christian Schools and also for providing leadership for the planning and strategic aspects of the school. He or she will report directly to the Board of Directors and will have direct reports typical for a school of this size.

Timothy Christian is searching for a spiritually mature leader from the reformed theological tradition who is an experienced and competent administrator with proven business acumen. The successful candidate will be a visionary leader who will be able to collaboratively work with all community constituencies and develop consensus around a picture of Timothy's future, then effectively cast this vision and inspire the community as it makes this vision a reality.

This leader will have a record of success marked by accomplishment via setting and achieving goals, strength in team building, and an overall inspirational leadership style. The compensation for this position will be attractive to viable candidates.



THE SCHOOL

Mission¹

Serving God and His people, Timothy Christian Schools develops academically prepared Christian disciples who embrace Christ's call to transform the world.

History

Fathers, mothers, grandfathers, grandmothers: these are the people through whom God may perpetuate the Christian faith. Like young Timothy of the New Testament, students at Timothy Christian Schools often owe the sincerity of their faith to the Christian families in which they are raised.

“ We're in the business of producing academically prepared Christian disciples, and business is good. ”

from the Timothy Christian web site

For four generations, Timothy Christian Schools have served as an extension of the home, and a partner with the church, in Christian education. Its roots are planted in the Bible, grow out of the writings of the Protestant Reformation, and can be traced to its founding by a group of parents who were members of the Christian Reformed Church.

The school began as a vision of several members of Douglas Park Christian Reformed Church. In April 1907, a Society for Christian Instruction was formed to

explore the possibility of founding a school in the neighborhood known as the "Groninger Hoek." The society chose the name "Timothy" for their proposed school to honor the New Testament evangelist who had been raised in a Christian home and given spiritual instruction by the apostle Paul. By August of 1911, the society had raised enough funds to open the school.

Today

Today, the Timothy community recognizes that its blessings are many. Thanks to the long support of the Timothy community, today there is a wonderful campus with superb athletic and performing arts facilities, excellent teachers and staff, fine academic programs, and Timothy's students thrive as they commit themselves to lives of Christian ser-

“ Timothy Christian High School has been identified as one of 96 **Outstanding High Schools in America** by *US News & World Report*. ”

¹ See page 8 for more on Timothy's mission and vision.

vice. The school has an outstanding reputation in the community and a long list of successful and active alumni.

Timothy Christian Schools is an independent, evangelical, pre-K through 12, Christian school. Its 2008-2009 student population was approximately 1,080, and these students represent roughly 200 area congregations. The annual budget for next year is \$8.3 million and the school operates debt-free on a campus situated on 24 acres in Elmhurst. Timothy Christian is also a member of Christian Schools International (CSI). Additionally, the Timothy Foundation exists to financially support various aspects of the operations of the school. (See page 10 for additional info on the foundation.)

>40%

The percentage of Timothy middle school students who scored at or above the 95th percentile on their Iowa Test of Basic Achievement, qualifying them for the Nat'l Talent Search. .

Every program at Timothy - from mathematics to music, from business to basketball - is done with the knowledge that God created people and gave us the universe to explore and enjoy. This knowledge inspires those involved at Timothy Christian to pursue the highest possible quality in everything they do.

Every child at Timothy - from the highly gifted to those requiring remedial help - is viewed as a gift from God and an image bearer of Christ. This vision is the motivation for the loving care and attention provided to Timothy students. The school is also proud to offer its students many opportunities to develop specific areas of interest. Students have a chance to explore their gifts in a variety of subjects both within and outside of the classroom.



Timothy Christian Schools is an extension of Christian family life, and it takes seriously the obligation to be partners with parents in providing the best possible education for their students. From preschool to high school graduation, Timothy is dedicated to bringing every student to his or her highest potential: spiritually, academically, and socially.

The success of Timothy's efforts is evident in the lives of former Timothy students. The school has strong and engaged alumni, many of whom are entrusting Timothy Christian with the education of their children.

Roughly 95% of all Timothy graduates continue on in their education to a 2 or 4 year program. However, no matter what path students ultimately choose - college or technical

school, professional life or a career in trade - Timothy graduates have a solid foundation upon which to build an abundant life. They grow up to become dedicated family members, good citizens, and leaders in their churches and communities. They are witnesses to the enduring value of a Christian upbringing and a quality Christian education.

Future

The combination of Timothy Christian's almost 100 year history, superb performance and reputation, quality people and facilities, and strong financial position makes for a promising future, and the new Superintendent will be the key architect of this future in collaboration with the School and Foundation Boards.



THE POSITION

The Board is committed to good governance and to clear definitions of the roles for the Board and the Superintendent. The Superintendent is the sole employee of the School Board of Directors and is a member *ex officio* of all standing committees of the Board. He or she is the representative of the Board in its relations with the faculty, staff, students and all other members of the Timothy Christian community.

The Board recognizes that the most important role it plays is selecting and supporting the Superintendent, then in providing ongoing mentoring and professional development opportunities for growth. The Board also understands that the Superintendent it is searching for will be a professional capable of leading all facets of Timothy Christian and whose expertise and professional experience will be greatly valued in all Board decision making.

18%

The percentage of Timothy seniors named as Illinois State Scholars in 2008.

The Superintendent is the head of school and chief executive for Timothy Christian Schools and reports to the Board of Directors. Positions reporting directly to the Superintendent are: the 3 Principals, Athletic Director, Director of Advancement, Marketing Director, Transportation Director, Director of Building Maintenance, and two administrative assistants. This leader is expected to carry out the administrative and supervisory functions in accordance with policies adopted by the Board as well as all state and federal laws.

The highest priority for this top administrator and educator is to provide Christ-centered spiritual leadership throughout the school. He or she will hold responsibility for all day-to-

day business, curricular, and co-curricular operations. Additionally, this executive will be the chief spokesperson for Timothy Christian and must play the lead role in communication with the various constituencies of the Timothy Christian community: students, parents, staff, faculty, alumni, community leaders and organizations, the Foundation, and the Board of Directors. It is also expected that the Superintendent will seek and establish relationships with other visionary and leading ministries that would provide for synergistic growth opportunities for both parties.

For success in this role, the Superintendent must effectively lead the institutional development efforts of the school. This will require developing and implementing systems that support the funding of operational and strategic plans. There will be close collaboration with and participation from the Board in this area.

The Superintendent will annually develop plans and budgets and present these to the Board for approval. Once approved, these plans become the responsibility of the Superintendent through the Principals and administrative leaders for execution. While the Board may provide counsel and direction on these matters, it does not desire to play a direct role in the operations of the school.

QUALIFICATIONS

The single most important prerequisite for prospective candidates is a vibrant and growing relationship with Jesus Christ as reflected in a life of calling and purpose. Timothy Christian is committed to reflecting Christ in every facet of the school. Prospective candidates will



“The new Superintendent we need must be able to shake us up and help us see what the future can be... We have a great reputation and history, but *status quo* is no longer good enough for us.”

from staff interviews

comfortably and publicly profess to be a follower of Christ and live a life that reflects spiritual maturity and intimacy with the Creator. Candidates will have records of being Christ-like examples in one's communities, have a deep knowledge and understanding of Scripture, be aware of how God has gifted him or her spiritually and live in

humble reliance upon the Lord.

Additionally, the successful candidate will come from a theological perspective that is consistent with the reformed tradition. While Timothy Christian has students representing a wide range of churches and theological perspectives, the foundation of the school is firmly rooted in the reformed tradition. (See page 9 for more info.)

This position is for a servant-leader whose style of leadership exemplifies biblical principles and whose life exhibits a balance between professional duties and home life.

A prospective candidate's professional colleagues will describe him or her as someone who inspires others and has a passion for excellence. An ideal candidate will be known as a leader who is capable of mentoring other leaders, building teams, creating a supportive work environment, and achieving goals. Collaboration, consensus building, and effective communication with various constituencies will also be core strengths of the successful candidate.

The ideal individual will have keen insights into today's culture and the challenges facing families, youth, and Christian education. He or she will be a student of best business practices and effective technological innovation, and have a demonstrated ability to apply one's cultural insight, business acumen, and technological understanding in practical ways to effectively guide educational programming and efficiently deliver the administrative and business operations.

This person must be an effective communicator with excellent oral and written communications skills, as well as a proven understanding of the effective use of major technological communication methods.

Qualified candidates must have a Master's degree in education or business (MBA) or an associated discipline, and a Doctorate is preferable.

LOCALE

Elmhurst is a family-friendly, western suburb of Chicago with a population of roughly 45,000. It is described on the official city web site as:

Conveniently located just 16 miles west of Chicago's loop is a dynamic new world: Elmhurst, a vibrant, tree-lined community with thriving retail shops, fine dining, outstanding theatre and art, excellent museums, and different events during the year.

Elmhurst's proximity to Chicago means that all of the cultural, social, entertainment, and educational opportunities one expects to find in a major U.S. metropolitan region are within a short distance of Elmhurst.

Timothy Christian Schools draws families from Elmhurst and many surrounding communities.

Additional information about Elmhurst can be explored at <http://www.elmhurst.org/>



Mission

Serving God and His people, Timothy Christian Schools develops academically prepared Christian disciples who embrace Christ's call to transform the world.

Timothy's Vision

Timothy Christian Schools will be distinctly Christian in its community, curriculum, character and convictions.

1. We reflect God's kingdom by serving Christian families from diverse economic and cultural backgrounds and students who possess a wide range of abilities.
2. We cooperate with Christian homes and churches in the education and faith development of our students.
3. We demonstrate love for one another in our work and play.
4. We challenge students to serve in a global community.
5. We teach and study in the Reformed Christian tradition which drives us to be Biblically based, culturally engaged, and always reforming.
6. We nurture creativity and curiosity through meaningful curriculum and effective instruction.
7. We develop and encourage the gifts and talents of one another to serve Christ and renew His creation.
8. We seek wisdom that applies knowledge to gain understanding and spiritual discernment.
9. We prepare students to be articulate defenders and models of the Christian faith in thought, word, and deed.
10. We inspire all students to be counter-cultural disciples who are beacons of light in the world.

STATEMENT OF FAITH

All employees at Timothy Christian are required to sign this statement indicating their faith:

I believe the Scriptures of the Old and New Testaments to be the Word of God, the only infallible rule of faith and practice, and that this divine Word of God has been most clearly and consistently interpreted in Reformed creedal standards (the Belgic Confession, The Heidelberg Catechism, the Canons of Dort, and/or the Westminster Confession and the Westminster Catechism).

The Timothy Foundation Building Timothy Today and Tomorrow

[This information is taken from the school web site.]

In 1978 Timothy Christian Schools was named the beneficiary of a \$28,000 bequest from the estate of "Aunt Tena" Huizenga, a Timothy constituent who had dedicated her life as a Christian missionary. The Board of Directors took this bequest and established the Timothy Foundation as a way to provide support for the long-term benefit of the school. Because of this and other generous gifts which follow to this day, the Timothy Foundation is growing--current assets are approximately \$3,600,000--and able to provide support each year for tuition assistance to families from supporting and affiliated churches, faculty development, funding for new programs, and other donor-selected restricted projects.

A strong Foundation helps to ensure that Timothy Christian Schools will remain a viable option for all families desiring a quality, Christ-centered education in the Reformed tradition.

The Timothy Foundation is governed by a Board of Trustees accountable to the Timothy Board of Directors. The Foundation assets are invested in a managed and diversified portfolio .

The Legacy Fund of the Timothy Foundation

The Legacy Fund, through the earnings from the Timothy Foundation assets, is used primarily to provide tuition assistance. It also provides direct assistance for faculty summer research projects.

As of March 2009 the Foundation's assets were over \$3.6 million.



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DALTON GROUP, LLC, is a boutique search firm that specializes in retained executive search work in the nonprofit sector. Our clients are typically Boards or C-level executives who have need for adding quality leaders to their teams.

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The
Right Leader
in the
Right Role