



Spiritual Life Director

Position Overview:

The Spiritual Life Director is responsible for the overall spiritual direction of NHCS including all spiritual activities, spiritual culture and spiritual development of students, faculty and staff.

Required Personal Qualities:

- Have received Jesus Christ as his/her personal Savior and have a clear testimony
- Believe that the Bible is God's Word and is the standard for faith and daily living
- Agree with the North Hills Christian School Statement of Faith

Minimum Qualifications:

- Bachelor's Degree in Biblical/Christian Studies or related field
- Hold or agree to pursue an ACSI certification.

Preferred requirements:

- Masters in Counseling and/or Biblical Studies, MDIV, or Masters degree in related/appropriate field

Essential Job Functions:

Students:

- Arrange and/or supervise the production of chapel services for elementary, middle and high school
- Oversee and execute the yearly 5th, 8th, and high school retreats
- Oversee and execute elementary and middle school spiritual emphasis weeks
- In partnership with the principals and coordinator of curriculum, develop and implement the K-12 Bible curriculum
- Provide spiritual, social, and emotional support to students as needed
- Oversee spiritual and leadership development of high school house leaders
- Oversee and execute the yearly campus-wide prayer walk at the beginning of the year, the See You at the Pole event, National Day of Prayer, ACSI National Day of Prayer, Pastor Appreciation Breakfast and collaborate with administration regarding the prayer-buddy program



- In partnership with the Community Service Coordinator provide service opportunities across campus
- Lead an annual foreign mission trip for seniors

Family and Community:

- Utilize survey data to improve satisfaction
- Organize and oversee classes for parents and families (ex. Loss 101) in partnership with the Biblical Counselor
- Develop and maintain a network of counselors and pastors in the area in partnership with the Biblical Counselor
- Resource the school's constituents with referrals to outside counseling services in partnership with the Biblical Counselor

Administration/Faculty:

- Visioncast and communicate the school's yearly theme and supervise its implementation
- Assist in the planning and execution of the yearly administrative retreat
- Train staff in Biblical integration in partnership with the principals and curriculum coordinator
- Attend what-to-expect event and high school preview night events to share about spiritual life at NHCS
- Assist in the admission process as an interviewer as requested by the Admissions Director
- Work in partnership with the upper school admin. in overseeing the worship arts classes as well as the HS praise band
- Serve as a consultant to faculty and staff in their spiritual development
- Oversee weekly faculty and staff devotions and small groups
- Supervise the Biblical Counselor and Community Services Coordinator positions

Working Conditions:

- Office environment
- Occasional night and weekend work required

Please submit resume, cover letter, and completed employment application to Kelly Lookadoo, klookadoo@northhillschristian.com.

