

# MISSION VALLEY CHRISTIAN ACADEMY

---

A PRE-K - 12TH GRADE CHRISTIAN SCHOOL  
POLSON, MONTANA

*Our Mission: To provide a quality Christ-centered education to raise up lifelong Servant Leaders whose hearts are for Jesus.*



**1 Peter 3:15 "... Always prepared to make a defense"**

# Head of School OPPORTUNITY PROFILE

# GREETINGS FROM MVCA



Dear Prospective Head of School Candidate,

Greetings! We are grateful that you are considering this opportunity at Mission Valley Christian Academy. We hope that you will gain a greater understanding of who we are as you read through this opportunity profile and explore our website for additional insight. Please be sure to read our mission, vision and purpose statements as well as our statement of faith, which concisely describe the essence of who we are as a Christian school.

From its inception more than 30 years ago, the school has grown through God's faithful preservation and the tireless work of families committed to our mission of providing Christ centered quality education to prepare students to be lifelong servant leaders.

Located 70 miles south of the majestic Glacier National Park and serving the greater Mission Valley, MVCA is an independent, Christian school dedicated to developing servant leaders who discern and apply God's truth as they serve and lead wherever God calls. Our heart's desire, and the focus of our work, is that our students develop a biblically worldview that will help them navigate an ever-changing and challenging world. We value the relationship that we have with parents to whom God has entrusted our students and strive to be the partner they need to raise young men and women who will impact society with the gospel of Jesus Christ.

We have an exceptional team of administrators, faculty, and staff, who pray for our school and students daily, recognizing that our success is rooted in God's ability to transform us from what we are now into what He desires us to become. We trust God to use our efforts for His glory and that He will continue making Mission Valley Christian Academy a beacon of light in our surrounding communities.

Once again, we thank you for taking the time to read through this opportunity profile and consider MVCA as your next potential place of leadership and influence.

Blessings,

Chriss Stutzman,  
MVCA Board Chair  
On behalf of the MVCA Board of Directors

# MVCA MISSION

To provide a Christ centered quality education to prepare students to be lifelong servant leaders.

# MVCA VISION

To be a Christian school that challenges youth to aspire toward lives of character, integrity, service and influence that reflects the love of Christ.

# MVCA PURPOSE

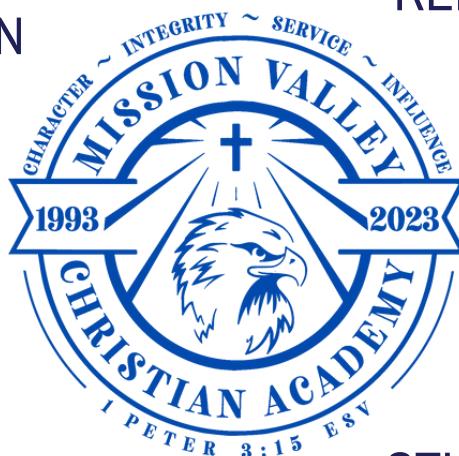
God has given the primary responsibility for teaching and training of young people to parents. The rationale for the existence of MVCA is to assist parents as an extension of the Christian home, in providing an education that is thoroughly and distinctively Christ based. It is our goal through teaching and training to prepare young people to function as individuals who can reason and relate all issues of life to the doctrinal foundation of the Christian worldview.

## KEY FACTS

FOUNDED IN  
**1993**

**25**  
TEACHERS &  
STAFF

**150** PRE-K TO  
12 GRADE STUDENTS



CHURCHES  
REPRESENTED

**15+**

**100%** OF TEACHERS  
WHO PRAY OVER AND  
INVEST IN THEIR STUDENTS

STUDENT:TEACHER  
RATIO

**16:1**

ANNUAL BUDGET  
**900K**



# SCHOOL COMMUNITY

The community of Mission Valley Christian Academy is one that is deeply connected through loving God and loving others. At MVCA, we challenge students toward character, service, integrity and influence. We work together to bring Christ to our communities.



# SCHOOL OVERVIEW

MVCA's Expected Student Outcomes are the target the staff and leadership aim for while considering curriculum, student instruction and the culture of our school. Addressing spiritual, emotional, social and physical student needs are all important aspects to developing the whole child in their biblical worldview. We focus on Jesus first always; He is our number one priority.

The vision for MVCA is tied to the partnership we have with parents. We consider them to be the primary educators of their children and we come alongside them in this process. Partnerships can be messy and so clear expectations are a must to help avoid frustration. Conflicts are dealt with using Matthew 18 and it is our intention to be proactive rather than reactive in our approach to this relationship.

In 2019, MVCA established a process for strategic planning involving all stakeholders in the process across three specific areas. Committees were established by the Board for Campus Growth & Enrollment, Safety & Security, and Student Spiritual Growth. All committees were comprised of students, parents, teachers, and a Board member. However, in early 2020 due to COVID most of the work was delayed. Currently, most of the goals set for the 5-year strategic plan have been achieved and a new strategic planning process has begun this current school year. MVCA has increased enrollment by over 200% between 2018/19 and the 2022/23 school year. The campus size has doubled with the addition of 5 acres, an addition was added to the current building adding pre-school, and campus security has vastly improved with complete video coverage of all entrance/exits and a secure lockdown system across the entire building. MVCA currently has completed a \$1.2M Upper School building adding five classrooms and additional office spaces. We are now in the process of building a \$2.1M gym and community center on the new five-acre lot and continue to work on raising the final funding.



# LEARNING ENVIRONMENT

## CAMPUS

Mission Valley Christian Academy is a PreK to 12th grade school that resides on a 12 acre campus in Polson, MT.

Our facilities feature:

- A PreK - 6th grade elementary building with one classroom for each grade level, a library, cafeteria, and office spaces.
- A 7th - 12th grade secondary building with classrooms, computer lab, science lab, and offices.
- A music room and practice room.
- Beautiful soccer field.

## CURRICULUM

Our primary resource is BJU Press and supplements. In addition, 5th through 8th grade students read through the entire Bible utilizing the Immerse Reading Bible. In High School, students take an Old Testament & New Testament Survey course, Systematic Theology, and an Apologetics course. Our goal is to ensure every student has a deep understanding of the Bible as the Word of God and is able to apply a biblical worldview to daily life.



# HEAD OF SCHOOL ROLE

## RESPONSIBILITIES

We are seeking a highly motivated and experienced individual to serve as the Head of School. The ideal candidate will have a strong understanding of Christian education and a passion for helping students reach their full potential. The Head of School will be responsible for the overall leadership and management of the school, including developing and implementing the school's vision, setting strategic goals, overseeing the budget, and managing staff.

The Head of School reports to the Board of Directors as their sole employee. Consistent with its Policy Governance structure, the Board provides the Head of School with standards and measures for accountability. The Board of Directors currently consists of seven members. The Head of School is charged with the overall responsibility for the operation of the school in accordance with the by-laws, policies, and end result objectives approved by the MVCA Board. The Head of School will provide Christ-centered, biblically based, and spiritual leadership to all aspects of the school, and will be responsible for all day-to-day business, spiritual, academic, and co-curricular operations. Additionally, the Head of School will be the chief spokesperson for Mission Valley Christian Academy to the various stakeholders: students, parents, staff and faculty, alumni, donors, community leaders, organizations, and the Board of Directors.

Currently reporting to the Head of School are the Elementary Principal, the Business Manager, the bookkeeper and the janitor.

### SPIRITUAL DEVELOPMENT

Promote an environment that nurtures each student's spiritual growth and relationship with God, through programs, activities, and integration of faith throughout the curriculum.

### VISIONARY LEADERSHIP

Provide visionary and strategic leadership, ensuring alignment with the school's mission, values, and philosophy. Cultivate a collaborative and inclusive school culture that supports the spiritual, academic and personal growth of staff and students.

### STAKEHOLDER ENGAGEMENT

Build and maintain strong relationships with students, parents, alumni, the local community, and relevant stakeholders. Act as the primary spokesperson and ambassador for the school, promoting its mission and accomplishments.

### OPERATIONAL & FINANCIAL MANAGEMENT

Provide strategic direction and operational oversight of all school activities, ensuring alignment with the Christian values and educational standards. Manage administrative functions, including budgeting, resource allocation, admissions, and staff recruitment and retention. Oversee the financial health of the school, including budget development, fundraising, and resource allocation. Implement strategies to ensure fiscal sustainability and growth. Attend board and committee meetings to share updates on the school and bring back recommendations from the committees. Work with the school board to develop and implement policies and procedures.

### ACADEMIC EXCELLENCE

Oversee the development and implementation of an exceptional academic curriculum, rooted in Christian principles, that fosters critical thinking, creativity, and servant leadership character development. Maintain and improve the school's overall rating and accreditation.

### STAFF DEVELOPMENT

Recruit, develop, and retain a high-performing team of educators and administrative staff committed to the school's Christian principles and educational objectives. Provide mentorship, training, and professional development opportunities for staff.

### STRATEGIC PLANNING

Develop and execute strategic plans to advance the school's mission and objectives. Continuously evaluate and improve educational programs, policies, and practices.



# HEAD OF SCHOOL ROLE

## REQUIREMENTS

Years of Experience: 5 years in a Head of School or Senior Administrator role

Educational Requirements: Master's degree in Education, advanced professional degrees/doctorate preferred.

### EXPERIENCE & ABILITIES

- Strong understanding and commitment to Christian education principles, practices and values. Live, lead and serve according to 1 Timothy 3:1-7.
- Proven track record of success in developing and implementing academic programs.
- Excellent communication and interpersonal and organizational skills
- Proven ability in strategic planning, financial management, and team leadership.



### PERSONAL CHARACTERISTICS

- Someone sufficiently extroverted and highly relational.
- An “out front” inspirational leader who brings positive motivation and clarity to the mission and direction at all levels.
- A person who has high integrity and honesty.
- An individual who is positive, energetic, and collaborative.
- Strong visionary leader.
- A person who is a passionate Christian with a deep commitment to following Jesus Christ.
- Discipleship skills necessary to point all in the school to Christ and to encourage them to follow Him.
- Personal testimony, values, and biblical worldview are in alignment with the school’s doctrinal statement and traditional Christian beliefs.



# OUR COMMUNITY

Polson, Montana is located in a natural amphitheater at the south end of Flathead Lake - the largest natural freshwater lake in the western United States. Polson is a charming lakeside community in one of Montana's most fertile farming areas.

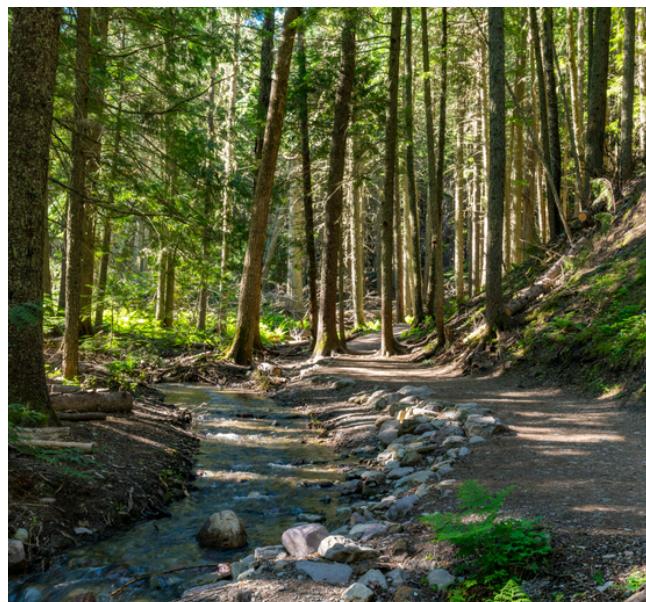
Polson is approximately 70 miles north of Missoula and 50 miles south of Kalispell. Both cities provide outstanding medical services and international airports with direct flights to Seattle, Minneapolis, Salt Lake City, Denver, Chicago, and Phoenix. Glacier National Park, the world-class Whitefish Ski Resort, and Blacktail Mountain Resort are a little more than an hour drive from Polson.

Polson is a small town of about 5,200 people and wide array of outdoor activities making it a great place to live, recreate and to raise children.



# GLACIER NATIONAL PARK

Glacier National Park is located approximately 70 miles north of Polson and is the crown jewel of the Northern Rockies. There are vast valleys, shimmering lakes, and towering snow-capped peaks. The legendary Going-to-the-Sun Road unveils panoramas barely captured by words. Wildlife roam freely, showcasing nature's grand theatre in its most authentic form. Trails range from gentle walks to challenging hikes, each promising unique adventures. The night sky is untouched by city lights. Whether you seek adventure, tranquility, or inspiration, Glacier National Park promises memories that last a lifetime.



# APPLICATIONS

Interested and qualified candidates should submit, via e-mail, the following materials to our Head of School search committee at [mvcamtbboard@gmail.com](mailto:mvcamtbboard@gmail.com).

To apply, please provide the following for review:

1. Cover Letter
2. Current Resume or Curriculum Vitae.
3. Three references. Please provide names, addresses, phone numbers, and email addresses, and identify the nature of the relationship you have with these individuals.
4. Answers to the following questions:
  - a. Describe your spiritual journey of faith in Jesus Christ. Indicate how God is using you in your work, in your church, and in your community. How has your relationship with Jesus Christ shaped your career and influenced your decision to apply for this position?
  - b. Briefly state your philosophy of Christian education.
  - c. How would you define the marks of educational excellence in a Christian school?
  - d. What are the main challenges and opportunities within K-12 Christian education today?
  - e. Briefly describe your understanding of, and experience with Christian education.
  - f. Describe your style of leadership and how it is effective.
  - g. Describe your experience with raising funds for a Christian school.

## MISSION VALLEY CHRISTIAN ACADEMY

A PRE-K - 12TH GRADE CHRISTIAN SCHOOL

38907 WWJD Lane  
Polson, MT 59860  
<https://mvcapolson.org>