

An aerial photograph of the Briarwood Christian School campus. The image shows a large, red running track surrounding a green football field. The field has "BRIARWOOD" and "CHRISTIAN" written on it. To the right of the track is a baseball field. Several large parking lots filled with cars are visible. The campus is surrounded by dense green trees, and a small body of water is visible in the upper left. The entire image is framed by a white border.

CHIEF ADVANCEMENT OFFICER

BRIARWOOD CHRISTIAN SCHOOL

BIRMINGHAM, AL

INTRODUCTION

Founded in 1964 and rich in history and tradition, Briarwood Christian School (BCS) has been a pillar of the Birmingham area for over six decades, with the first class graduating in 1976. Briarwood Christian School is a ministry of Briarwood Presbyterian Church (Presbyterian Church of America), which was founded a few years earlier in 1960. About 20% of the families represented in the BCS student body hold membership at the sponsoring church.

Today, Briarwood Christian School is home to over 1,800 students (JK-12th) and is a proven school leader in the greater Birmingham private school market.

Briarwood Christian School's enrollment is the largest in Alabama. There are two campuses – the Lower School (JK-6th) resides on the 75-acre Briarwood Presbyterian Church campus. The Upper School (7th-12th) is about nine miles away and sits on 88 acres on Cahaba Valley Road and serves over 800 students. BCS is accredited through ACASI and recently became a CESA Candidate School with plans to become a CESA Member of Council.

Briarwood Christian School is unapologetically Christ-centered and open for enrollment to all families and students seeking its school's mission and vision. The school can be described as a 'Great Commission school with a Great Commandment culture.'

MISSION STATEMENT

Briarwood Christian School exists to provide a Christ-centered, transformational education that equips and inspires each student to glorify God by maximizing his or her God-given abilities.

VISION STATEMENT

Briarwood Christian School seeks to develop leaders who impact the world by glorifying Christ in every sphere of life.

STRATEGIC PLAN & SCHOOL PROFILE

Click the links below to view or download the strategic plan and school profile.

[Strategic Plan](#)

[School Profile](#)



ACADEMICS

Briarwood Christian School seeks to prepare students to serve Christ in a competitive, global, 21st century world and is deeply committed to academic excellence. The academic program is comprehensive, college preparatory, and taught within a Christian framework. The academic program is designed to lay a solid academic, intellectual, and spiritual foundation for students. Students are challenged to excel as they are prepared to attend the nation's best colleges and universities.

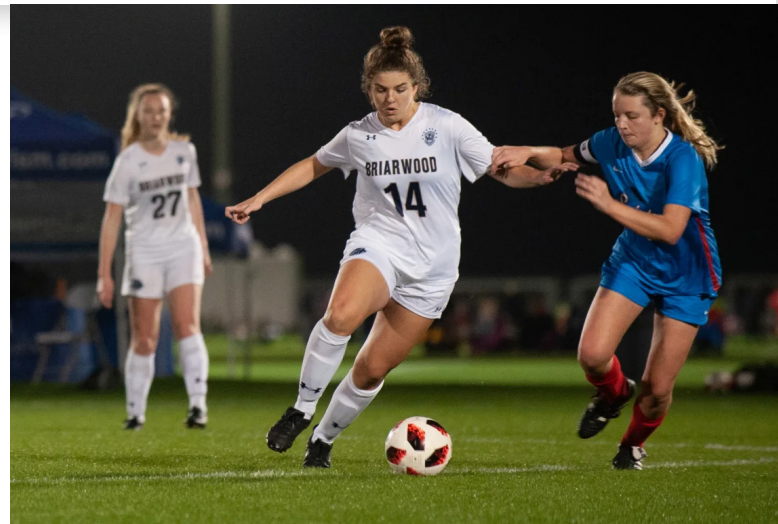


JUNIOR HIGH (7-8)

The comprehensive, biblically based curriculum and overall Junior High program is designed to transition students into the academic rigor, competitive athletics and fine arts, leadership opportunities, and enriching kingdom service of the High School.

In 7th grade, students become part of a rich learning community that seeks to disciple and mentor the individual student, while exposing them to new technology and laboratory experiences, participation in the fine arts and athletics, and an introduction to rigorous academic courses with a modified block schedule.

In 8th grade, the focus shifts to preparation for the academic expectations of High School and students leave Junior High prepared to engage in all that High School life has to offer.



HIGH SCHOOL (9-12)

The High School is a rich, Gospel-centric learning community committed to offering a comprehensive, biblically based education focused on preparing students for further study at the nation's best colleges and universities, for leadership in their respective fields of inquiry and engagement, and for service to their communities.

The High School learning community is defined through a discipleship and mentoring relationship between the student and the teacher, where the goal is to meet the individual learner at their point of need and challenge them to reach their God-given potential, as faculty and staff seek to shepherd the hearts of individual students.

The High School offers a robust and rigorous curricular program with Honors, Dual Enrollment, and Advanced Placement coursework in Math, English, Science, History, Fine Arts, and World Languages, while also offering academic support for those needing additional assistance with specific learning needs.



THE ARTS

Briarwood Christian School has exemplary arts programs, particularly with band, choir, drama, visual arts, and media (photography and videography).

At the High School, Band opportunities consist of Wind Ensemble, Jazz Ambassadors, Marching Lions, and Lion Guard (a musical art form complementing the Marching Lions, especially at home Friday night football games). High School Choir offerings consist of Karis (Girls), Radica (Show Choir), and Worship Leadership.

For High School students, the Fine Arts Diploma acknowledges each student's dedication to the Fine Arts. Students who receive this honor must complete a minimum of 4 credit hours in the Arts, demonstrate mastery in one art form, and maintain a high academic record.

[Watch BCS Fine Arts Video](#)
[Watch Broadway Revue Video](#)

ATHLETICS

Briarwood Christian School strives to have athletic experiences be so powerful and life-changing that students will go on to make a difference in society. Programs produce young men and women of character, courageous and competitive, who understand the importance of work, service, and relationships. Athletic programs are rich in tradition and success and are a collaborative partner with the school - striving for excellence in the classroom, the arts, and all other endeavors with an enduring foundation in the gospel of Jesus Christ.

The Briarwood Christian Lions have a longstanding reputation of competitive sports programs in Alabama, as well as some have attained national prominence. Since 2017, Baseball, Girls Cross Country, and Football have finished as State Runner-up Champions, and Boys Soccer, Girls Soccer, Girls Tennis, Boys Tennis, Bass Fishing, Swimming and Diving have been crowned State Champions. The High School competes in Region 5A (range of 1A – 7A) in the Alabama High School Athletic Association (AHSAA).

VARSITY SPORTS

At the Upper School, student-athletes compete in:

Baseball
Basketball (Boys/Girls)
Bass Fishing
Cheerleading
Cross Country (Boys/Girls)
Dance
Football
Golf (Boys/Girls)
Soccer (Boys/Girls)
Softball
Swimming & Diving (Boys/Girls)
Tennis (Boys/Girls)
Track and Field (Boys/Girls)
Volleyball



UPPER SCHOOL CAMPUS

The Upper School facilities include: 59 Classrooms, Library, 2 Band Rooms, Choir Room, STEM room, 3 Art Rooms, 2 Gymnasiums, Lunchroom with full kitchen, 6 Science Lab/Classrooms, 2 Weight Rooms, Stadium with turf field (seating 6,000), Baseball Field, indoor batting facility, Sport Science and Performance center, Softball Field, 3.1 mile cross country course, 2 soccer fields, 8 Tennis Courts, and 2 Practice Fields.

One of the signature spaces on the Upper School campus is the Barbara B. Barker Fine Arts Auditorium, with 30,000 square feet and seating 750. The area includes cutting-edge technology, a ballet room, a green room, and an orchestra pit. The fine arts and chapel services flourish in this space.

THE OPPORTUNITY

SCHOOL LEADERSHIP AND TEAMS

BCS seeks to hire a Chief Advancement Officer (with a development emphasis) to begin immediately. The Chief Advancement Officer is responsible for all activities related to planning, managing, and executing a comprehensive, diversified, and strategic advancement and communications effort that sustains and grows revenues from all constituents, including individual donors, corporate and foundation giving, planned giving, student enrollment and retention, sponsorship and special events. The individual is responsible for the departmental performance, direction, and success of Admissions, Development, Marketing, Alumni and Community Outreach, providing supervisory support to all personnel in these areas. The Chief Advancement Officer is a senior level administrator and serves as a member of the Superintendent's Executive Team.

ESSENTIAL JOB FUNCTIONS

DEVELOPMENT AND REVENUE GENERATION

- Develop and implement comprehensive capital campaigns as needed to support campus redevelopment and current and future capital needs.
- Form and implement an annual development plan that includes the development and implementation of fundraising initiatives included in the annual fund (Lion Fund) and planned giving programs.
- Provide leadership and support to all fundraising special events developed to support the school's annual fund and special projects.
- Develop a program to seek corporate and foundation grants.
- Develop and implement a sponsorship model for BCS.
- Lead capital campaigns as approved by the Board.

ADMISSIONS AND ENROLLMENT

- Provide leadership and support for the Department of Admissions and Director of Marketing and Communication, working closely with the Director of Admissions to increase student enrollment.
- Work closely with the Director of Admissions to implement a comprehensive marketing plan for the recruitment of new families.
- Coordinate with Admissions and the school principals to implement a strategy to maintain high student retention.

COMMUNICATIONS AND MARKETING

- Collaborate with the Director of Marketing and Communication to implement and oversee a multifaceted communications strategy including use of email, website, social media platforms, and print media to raise community awareness and messaging on school successes, stories, news, and events.
- Coordinate all institutional press releases.
- Partner with the CFO and Business Office to sustain efficient, effective, and transparent financial tracking and reporting processes.





ALUMNI & COMMUNITY RELATIONS

- Oversee development and ongoing implementation of comprehensive alumni relations program for BCS, including homecoming reunions, IMPACT magazine, new parent tailgate, Alumni news and other related activities.
- Develop and maintain community relations with local city officials, participating in such events as may be necessary to support the advancement of BCS.
- Maintain memberships with local and regional professional associations that may help further the development of BCS, including area Chambers of Commerce, Business Development Board, ministerial alliances, and education commissions.
- Create and implement a comprehensive effort to communicate to, and work with, area churches and their pastors regarding student enrollment, fundraising, and ministry opportunities.

SECONDARY RESPONSIBILITIES

- Serve on (or lead) appropriate Board sub-committees and school committees as assigned by the Superintendent.
- Sponsor a student led club, activity or sport (as relevant).

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

An individual serving as the Chief Advancement Officer must possess the following knowledge, skills, and abilities:

- Personal faith in Jesus Christ and ability to articulate that faith to others.
- Must be a member in good standing at a local church.
- Strong interpersonal skills with demonstrated commitment to servant leadership.
- Ability to read, analyze, and interpret professional journals, computer manuals, and other job-related information.
- Knowledge of fundraising techniques related to the development of a K-12 Christian school.
- Strong critical thinking skills, including the ability to define problems, collect data, establish facts, and draw valid conclusions.
- Extensive experience with and knowledge of computerized systems, as well as word processing, spreadsheet, presentation, and other business applications.
- Demonstrated administrative and supervisory skills and ability to inspire others to superior levels of performance.
- Ability to maintain high energy level while managing a variety of tasks and projects.



BACKGROUND AND EXPERIENCE QUALIFICATIONS

- A bachelor's degree in an appropriate discipline from an accredited institution is required. Candidates with a master's degree and/or Certified Fundraising Executive certification (CFRE) are preferred.
- Minimum five years of experience in areas related to the performance of duties associated with the position.
- Successfully complete an ALSDE background check and MinistrySafe training (renewed every three years).

ENVIRONMENT

- Have knowledge of the school's curriculum, standards, and its mission; hold school administrative staff accountable for meeting school curriculum goals
- Have knowledge of the physical/emotional development of students and understand the problems they face while growing up
- Ensure that school classrooms reflect a professional and Christian environment
- Provide the school environment with appropriate rules, structure, and procedures in which staff, students, and volunteers can function efficiently, effectively, and productively
- Maintain a physical presence with the students by attending athletic contests, and participating in school chapels, assemblies, and other presentations
- Respect professional ethics that require confidentiality concerning the sharing of information about students, parents, or staff
- Possess the ability to interact effectively with school constituents and community entities
- Provide for the appropriate delegation of responsibilities and authority within the school
- Involve parents in prayer, volunteerism, input, and decision making, as appropriate
- Provide information and counsel to the Superintendent on the educational challenges and procedures for the Upper School



SEARCH PROCESS & TIMELINE

The Briarwood Christian School search is underway to appoint a new Chief Advancement Officer who will begin as soon as a suitable candidate is identified and is able to start. The hiring decision will be made by the Superintendent. BCS has engaged NextEd to provide support.

BCS offers a competitive salary and benefits with comparable private schools in the region including, health care benefits, 100% tuition benefit, retirement plan (6.5% school contribution), relocation expenses, professional development, and a Christian community of innovative, engaged individuals.

All candidates will be treated with the utmost confidentiality and discretion. Interested candidates should apply online through [NextEd's website](#). The online application will include specific personal information and the following required uploaded documents:

- Interest cover letter
- Resume
- Statement of personal Christian faith

Candidates who are invited to continue in the process as semifinalists will have a second round of data collection to include other information deemed important to the search. Semifinalists will also participate in a recorded video interview.



**PLEASE DIRECT ALL INQUIRIES AND
NOMINATIONS IN CONFIDENCE TO:**

Talin Unruh
Talent Acquisition Manager
720.822.0505
talin@next-ed.com

CLICK HERE TO APPLY