

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 around the track and field. In the background, there are school buildings and a dense forest. A small body of water is visible on the left side of the image.

# UPPER SCHOOL HEAD (7TH - 12TH)

**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 an Upper School Head/High School Principal for the 25-26 school year or as soon as possible. He or she is responsible for the success of the Upper School (7th-12th) as guided by the Superintendent. The Upper School Head will provide spiritual, educational, and administrative leadership to the school. He or she will inspire, lead, and direct all phases of the school's operations, programs, personnel, and environment in accordance with the direction and policies established by the BCS School Board and administered by the Superintendent.

The position reports to Superintendent Gus Martin. Gus is an experienced leader who is in his 3rd year at BCS and 18th year as a Head of School. Gus can be described as a builder (of community and the school that it serves), an entrepreneur, a developer of leaders, and one who gives autonomy to the leaders who work for him.

The Upper School Head is a key member of the highly dynamic Executive Team, comprised of the Superintendent, Head of Lower School, CFO, and COO. The Upper School Head will have his or her own Leadership Team comprised of the Lower School Principal, two Assistant Principals (9/10 and 11/12), Registrar (master schedule, scheduling, academic operations) and Director of Counseling (College and Mental Health).

## RESPONSIBILITIES

### PERSONAL CHARACTERISTICS

- Mature, living, and active faith in Jesus Christ with a lifestyle of biblical integrity
- Agreement with the school's Statement of Faith and a lifestyle consistent with the school's Declaration of Moral Integrity
- Hold membership at Briarwood Presbyterian Church
- Support of Christian education
- Ability to share the Christian faith with others
- Maintain high standards of ethics, honesty, and integrity in all personal and professional matters
- Ensure the campus work environment is Christian-based, nurturing, wholesome, and loving
- Lead the staff, students, and school families into a deeper spiritual commitment by example and teaching
- Work with the Superintendent and other designated staff to address the spiritual formation needs of the students

### CHARACTER QUALITIES

- Be an enthusiastic visionary and an encouraging self-starter with a high energy level
- Exude exceptional communication skills - both written and verbal
- Demonstrate sensitivity and an ability to interact effectively with staff, parents, volunteers, and students
- Meet everyday stress with emotional stability, objectivity, and optimism
- Understand the importance of discernment, discretion, and confidentiality in the operation of the school
- Defend principles and convictions in the face of pressure and partisan influence in accordance with God's word (1 Peter 5:15)
- Recognize personal mistakes and take measures to correct them
- Seek and accept constructive feedback
- Respectfully submit and be loyal to constituted authority
- Seek to appreciate and understand the uniqueness of the BCS community
- Place school ministry ahead of other jobs or volunteer activities



## CHARACTER QUALITIES CONT...

- Maintain a personal appearance that is a Christian role model of cleanliness, modesty, and good taste consistent with school policy
- Be a model of God's ideal for the family and promote biblical manhood and womanhood
- Support School Board policy and decisions to the staff, parents, and public

## OPERATIONS

- Have knowledge and understanding of the Christian philosophy of education to provide leadership and guidance in the school's development of and commitment to a Christian worldview
- Demonstrate strong abilities in supervision, curriculum planning, faculty development, budgeting, and communication
- Provide and oversee structure, procedures, personnel, time, and resources for curriculum development
- Lead the school staff in continuous professional development through such activities as new staff orientation, in-service programs, continuing education, and teaching demonstrations and training both on and off campus
- Provide leadership in the planning of the master schedule
- Be available to assist teachers in matters relating to student needs and problems
- Oversee and maintain positive discipline while assuring that discipline is consistently administered within biblical guidelines
- Conducts emergency drills and periodic building and property safety inspections
- Provide support for development programs and activities in areas of constituency relations, fundraising, and student recruitment and retention
- Provide input on the implementation of the school's strategic plan
- Meet on a regular basis with the Superintendent through the structure of the Executive Team to ensure coordination of programs and prompt problem resolution
- Keep the Superintendent informed on issues, needs, and operation of the school system at all levels for the junior high and high school
- Communicate with the Superintendent when differences of opinion exist in an earnest effort to resolve such differences in a biblical manner (Matthew 18:15-17)



## PROGRAMS

- Plan for the implementation of the major recommendations submitted by the accreditation visiting committee
- Keep abreast of major current trends in education in general and Christian education through reading, graduate studies, conferences, and contacts with other educators
- Report the results of standardized testing programs in relation to state and national assessment data, which will be understood and useful to the Superintendent, School Board, and parents
- Know the requirements and procedures for accreditation and provide leadership for the obtaining of school accreditation or maintaining current accreditation
- Cultivate appropriate relationships with the State Department of Education, other government agencies, the local school district, and ACSI (the accrediting organization)
- Recognize the importance of working cooperatively with organizations and play a role in state and regional organizations that impact the school
- Possess awareness and understanding of basic business and financial concepts and the ability to utilize these concepts to meet the needs of the school
- Provide input to the Superintendent for the development and implementation of the school's long-range financial plan and annual budget
- Oversee and manage the Upper School's budgetary expenditures and procedures

## PERSONNEL

- Endeavor to be a resource person when teachers need help with their curriculum planning, teaching techniques or methods, and teacher/child or child/parent relationships
- Establish, implement, and refine procedures for the recruitment, orientation, supervision, evaluation, and motivation of personnel
- Make objective recommendations, with adequate supporting data to the Superintendent regarding cases of assignment, transfer, promotion, non-renewal of contract, or dismissal of staff
- Ensure that all school personnel have current job descriptions
- Ensure that all personnel files are current, treated with appropriate confidentiality, and adequately safeguarded
- Administer policy for classification, promotion, or retention of students in the school program
- Evaluate employees using formal and informal evaluations and hold evaluation conferences for employees
- Manage personnel affairs, including securing staff and recommending continuance, dismissal, or discipline of staff
- Be available for staff and/or parent conferences
- Represent the school at parent, church, and community groups, as able
- Act on suggestions and requests in an appropriate manner, giving prompt attention to the resolution of complaints
- Assure that school staff communicate with parents consistently and expediently
- Accomplish the goals and objectives assigned by the Superintendent and school policy
- Treat all personnel fairly without favoritism or discrimination, while insisting on strong performance of duties



## 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 Upper School Head/High School Principal 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:**

**Steve O'Neil**  
NextEd Partner  
Lead Search Consultant  
970.977.4585  
[steve@next-ed.com](mailto:steve@next-ed.com)

**CLICK HERE TO APPLY**