



COVENANT DAY

OPPORTUNITY PROFILE

High School Principal

Covenant Day School

MATTHEWS, NORTH CAROLINA



About Covenant Day School

Covenant Day has served Christian families in the Charlotte area for over 37 years. Covenant Day is a JK-12 Christ-centered, college-preparatory school where academic excellence and a biblical worldview are blended without compromise. Students at Covenant Day benefit from small class sizes, active community involvement, competitive athletics, quality fine arts, technology integration, and faculty who genuinely care for their students. Covenant Day is a ministry of Christ Covenant Church.

Fast Facts

1989 FOUNDED	Matthews, N.C. CHARLOTTE METROPOLITAN AREA	1,050+ TOTAL ENROLLMENT, GRADES JK-12	\$15,490–\$22,790 TUITION RANGE
Lion SCHOOL MASCOT	80% PARTICIPATION IN SPORTS	1,000+ COVENANT DAY ALUMNI SINCE 2006	covenantday.org WEBSITE



Mission and Strategic Vision

OUR MISSION

The mission of Covenant Day School is to assist the Christian family by providing an education marked by a biblical worldview and academic excellence so that students are equipped to be salt and light for God's glory.



OUR STRATEGIC VISION

Covenant Day School is committed to transforming hearts and minds for the glory of Jesus Christ by fostering excellence, mentorship, partnership, discipleship, and service. We seek to develop lifelong learners, critical thinkers, and problem solvers who are actively engaged in the world as ambassadors for Christ.

Our appraised, Christ-centered, innovative college preparatory academic courses and comprehensive extracurricular offerings are taught through the lens of truth found in the historic Christian faith by godly faculty and staff who are skilled educators and dedicated mentors. Our hope is that graduates are prepared for matriculation into leading colleges and universities to live out their callings on the global stage.

Our distinctive sense of family, with a diverse community of students, families, friends, donors, and alumni, undergird these efforts to bring excellence to every aspect of Covenant Day School for God's glory.

Academics

Covenant Day School is a JK-12 Christ-centered, college-preparatory school that blends academic excellence and a biblical worldview without compromise. Since 2006, the year of our first graduating class, Covenant Day School has had 28 National Merit Finalists and more than 70 National Merit Commended students. Two graduates have also been named UNC Morehead-Cain Scholars, and our graduates have been accepted to some of the nation's leading colleges and universities.

At the high school level, students can choose from more than 30 honors courses and more than 15 Advanced Placement courses. Our lower and middle school students consistently outperform national averages on standardized achievement tests.



28

NATIONAL MERIT
FINALISTS

30+

HONORS COURSES

15+

ADVANCED PLACEMENT
COURSES

Accreditation

Covenant Day is accredited through Christian Schools International (CSI)/Cognia. Covenant Day is also a member of multiple professional associations, including the Council on Educational Standards and Accountability (CESA), where the school is currently a candidate.

CSI

ACCREDITED

COGNIA

ACCREDITED

CESA

CANDIDATE

Athletics

THE LIONS

Covenant Day athletics provides a setting for developing and exercising personal character, sportsmanship, self-discipline, leadership, and athletic ability. Covenant Day is a member of the North Carolina Independent Schools Athletic Association (NCISAA) and the Charlotte Independent Schools Athletic Association conference (CISAA). More than 80% of high school students participate in at least one sport. The athletic program currently offers 18 sports.

18

SPORTS OFFERED

80%

STUDENT PARTICIPATION



Fine Arts

Through our fine arts program, students are given the opportunity to explore their creative side. Student artwork is exhibited on the campus as well as in the Charlotte and Matthews communities. In addition, students can get involved by playing an instrument in our band, performing in a school musical or drama, singing in a choir concert or with one of our a cappella groups, participating in Celebration of the Arts, or displaying their artwork at campus student art exhibits. The opportunities are endless!



Restoration and Sustainability

Covenant Day School's Restoration and Sustainability initiatives allow students to develop practical, hands-on experience in various areas — helping students be salt and light for God's glory locally and globally. Community service is a key emphasis from lower school until a student graduates. Students have volunteered at local elementary schools, Habitat for Humanity, Operation Christmas Child, CMPD Christmas Explorer's Project, Samaritan's Feet, and more.



The Parent Experience

At Covenant Day, community is important not only among our students, but for our parents as well. Covenant Day offers a variety of ways for parents to get involved from volunteer opportunities on campus and during school trips, to social events, Bible studies, and prayer groups.

Our Generous Community

Since we opened our doors in 1989, families have generously given their time, talents, prayers, and financial support. God has abundantly blessed the faithful giving of our families over the past decades, and we eagerly anticipate all that God has in store for Covenant Day School. The Lions Fund (an annual fund) directly supports our students, faculty, and staff by uniting our needs through a strategic framework born out of a community-wide effort outlined by the Board of Trustees and school administration. For this reason, the Lions Fund is a top philanthropic priority of the school as we seek to transform hearts and minds for the glory of Jesus Christ.

The Forever Covenant capital campaign is a special fundraising effort to build the infrastructure needed to complete our athletic facilities at Warner Park. Projects include: a field house, eight-lane track and field event amenities, concessions stand and restrooms, paved parking, stadium seating, press box, associated field repairs, sitework, and earthwork.

Portrait of a Graduate

BY GOD'S GRACE, COVENANT DAY GRADUATES:

- | | |
|-----------------|---------------------------|
| ◆ Follow Christ | ◆ Communicate Effectively |
| ◆ Serve Others | ◆ Learn Purposefully |
| ◆ Pursue Wisdom | ◆ Engage the Culture |



About the Role

The high school principal is a committed and passionate Christian leader with enthusiasm for biblically integrated academic excellence. He or she understands and enthusiastically supports the school's mission, vision, and strategy and demonstrates the ability to translate them into actionable goals for the high school. The principal maintains a cohesive team and sense of community among students, parents, faculty, and staff; inspires and leads the high school faculty and staff; and works to ensure outstanding results are achieved.



He or she serves as the spiritual leader of the high school and has high expectations for the faculty, staff, and students, with a vision to help every student reach his/her potential and maintain the high school program as a standard of Christian school excellence. The high school principal maintains a balance between effective daily operations and critical long-term planning. He or she is a dynamic, creative professional, highly motivated and committed, with a good sense of humor and the ability to cope with the unexpected.

Reporting to the associate head of school and serving as part of the school's leadership team, the principal leads over 40 faculty and staff and approximately 350 students in 9th through 12th grades. Leadership involvement includes participation in the school's educational and senior advisory leadership teams, and the principal is expected to be a collaborative team leader with other leaders and faculty/staff. The position is salaried (exempt) and is anticipated to begin in summer 2027 in preparation for the 2027-2028 school year.

OUR VISION

At Covenant Day School, our vision is to transform hearts and minds for the glory of Jesus Christ. We desire to carry out this vision as a unified and diverse covenant school community that seeks to love the Lord with heart, soul, and mind, love our neighbor as ourselves, and demonstrate the “more excellent way” that only comes through the gospel of Jesus Christ.

Essential Functions and Responsibilities

- Communicate the school's strategic plan and mission to the high school and integrate innovative ideas to forward the school's mission
- Work collaboratively with staff and administration to maintain and assess curriculum, course offerings, and instructional needs
- Passion for and ability to engage students through active listening to perceive what is important to them and apply ideas to help translate Jesus Christ of the Bible into modern-day applications for our students
- Communicate regularly with students and parents regarding curriculum, instruction, divisional procedures, and special events, and engage in outreach and programming to increase parent involvement and participation
- Management of scheduling, report cards, budgeting, oversight of ordering of curriculum and supplies, and other student administrative processes
- Maintain, evaluate, and improve operating systems and processes
- Ensure enforcement of policies and regulations related to student attendance, welfare, conduct, and security, including annual student handbook updates
- Supervise and inspire all high school faculty and staff, partner with human resources for recruiting and mentoring new faculty and staff
- Set divisional and professional goals, follow an annual process for staff goal setting, and monitor progress towards achievement; regularly observe teachers to provide feedback and to ensure continuous improvement and use of best practices; aid in implementation and evaluation of professional development opportunities



ESSENTIAL FUNCTIONS AND RESPONSIBILITIES, CONTINUED



- Be present and visible in high school classrooms and at events and activities such as high school prom and dances, athletic and fine arts events, Restoration and Sustainability efforts, campus-wide community meetings/events, etc.
- Lead and supervise the High School Guidance Department and the high school media center
- Supervise, partner with, and develop assistant principal and other high school staff; partner closely with colleagues and provide support for needs for spiritual formation, Restoration and Sustainability, academic resources, fine arts, athletic, and international programs
- Work closely with administrative staff on various school operational activities such as security, building maintenance, business administration, human resources, development, communications and marketing, food services, and campus operations
- Partner closely with the Parent Association for student life development opportunities
- General oversight of accreditation, normative testing (PSAT, SAT/ACT, AP exams, etc.), chapel, class trips, retreats, social activities, and graduation events
- Oversee high school technology and AI philosophies/ethics, partner with campus technology team on school laptop program, and integration of technology into the classroom
- Promote data analysis and use of data for decision-making about instruction and assessment
- Perform other administrative duties as necessary and take on projects as assigned by the associate head of school or the head of school

Qualifications

WHAT WE ARE LOOKING FOR

- Committed follower of Jesus Christ reflecting a desire to serve Him and others in work and life
- Christ Covenant Church membership preferred after position begins; all faculty and staff employed by Covenant Day School must subscribe to the reformed faith and that doctrine as set forth in the Westminster Confession of Faith
- Advanced degree in education or relevant field
- 3-5 years' experience as principal or school leader strongly preferred; Christian education experience ideal
- Strong team building skills, and capacity to bring a school together as a community, with spirit and commitment to biblically integrated high academic standards
- Demonstrated supervisory experience, including teacher recruitment, evaluation, development, and retention
- Experience with curriculum development, alignment, and continuous revision, including integrating auxiliary programs such as fine arts and athletics
- Experience in budgeting processes
- Familiarity with accreditation and class scheduling processes
- Excellent interpersonal, oral, and written communication skills; demonstrated abilities in problem solving and conflict resolution, with emotional maturity in dealing with challenges
- Strong technology skills for administrative work and for educational leadership of faculty and students
- Collaborative management style
- Follow-through, efficiency, attention to detail, and consistency in approaches



Characteristics of Professional Excellence

BY GOD'S GRACE, COVENANT DAY STAFF ARE:

CHRIST-LIKE

I embrace a biblically-focused worldview and practice the Christian disciplines of grace. I faithfully love the Lord and all people, particularly my students.

CALLED

I joyfully embrace my calling as a teacher at Covenant Day School. I emphasize and model the biblical concept of "calling" with my students.

DEDICATED

I am dedicated to upholding biblical standards of excellence and accountability. I emphasize these high standards for student academic performance and behavior.

DISCERNING

I teach to the various learning styles, relate lessons to real life situations, and emphasize the cultural mandate. My students are encouraged to express their opinions, grow through failure, take godly risks, and value lifelong learning.

ENGAGED

I winsomely engage my students, emphasizing their high value to God and me. I pray for my students, desiring that they see the beauty in following Christ, and that they fulfill their callings before God and mankind.

INVOLVED

I serve and pray for the body of Christ at Covenant Day School. I communicate critical matters in person showing the love of Christ each step of the way.

GROWING

I passionately pursue professional growth and gladly share my professional successes and failures with my peers inside and outside our school. I genuinely support my colleagues, administration, the Board of Trustees, and Covenant Day School as a ministry of Christ Covenant Church.

Working at Covenant Day



Covenant Day School is pleased to offer competitive salaries for its faculty and staff, comparable to those of other independent schools. Covenant Day provides a host of other benefits, including medical, dental, and vision coverage; short- and long-term disability; life insurance; and accidental death and dismemberment insurance. We also offer an optional flexible benefits plan for qualified pre-tax medical/dental expenses and a pre-tax retirement 403(b)(7) savings plan.

In addition, qualifying faculty and staff are eligible for tuition remission and educational assistance for approved graduate programs. Teachers are provided a laptop with support. In addition to competitive compensation and benefits, the school provides licensure benefits to full-time faculty.

Location

MATTHEWS AND CHARLOTTE, NORTH CAROLINA

Covenant Day School is located in Matthews, NC, a suburb of Charlotte, NC. Matthews offers big city amenities with a small-town feel. Annual festivals, family-friendly entertainment and plenty of recreational amenities have made it one of the most desired locations in the region. Less than a mile from CDS, Matthews downtown historic district is a vibrant destination buzzing with exciting restaurants, coffee shops, an award-winning farmers market, and shopping.



Charlotte, also known as “The Queen City,” is among the top 20 largest cities in America and is the nation’s second largest banking center. It is ideally located in the U.S. due to its proximity to mountains (2 hours), beaches (3.5 hours), and many major metropolitan areas. Charlotte offers a rich cultural experience with professional soccer, football, hockey, baseball, and basketball teams as well as many museums, parks, and greenways throughout the city.

2 hrs

TO THE MOUNTAINS

3.5 hrs

TO THE BEACHES

Top 20

LARGEST U.S. CITY



Search Process and Timeline

The Covenant Day School search is underway to appoint a new high school principal. The hiring decision will be made by the Head of School. Covenant Day has engaged NextEd to provide support. Compensation will be competitive with comparable private schools in the area.

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.

EXPECTED KEY DATES

APPLICATION DEADLINE	SEMIFINALIST INTERVIEWS	FINALIST VISITS	SELECTION EXPECTED	POSITION BEGINS
October 30, 2026*	Early November	Early January	Mid-January	June/July 2027

**Candidates may be considered on a rolling basis at the discretion of the School and NextEd.*

Application and Inquiries

NEXTED

Please direct all inquiries and nominations in confidence to:

Kurt Unruh

SEARCH PARTNER

303-319-3335

kurt@next-ed.com

APPLY NOW