



# Member School Job Opening

---

<b>School Name:</b>	King's Way Christian School
<b>Position Available:</b>	Administrator
<b>School Address:</b>	6456 the king's way
<b>City, State Zip:</b>	Douglasville Ga. 30135
<b>School Phone:</b>	770-949-0812
<b>School Web:</b>	<a href="http://www.kwcsinfo.com">www.kwcsinfo.com</a>
<b>About School:</b>	King's Way Christian School is 46 years old and is accredited with the Georgia association of Christian Schools. It services students from k3-12th grade. Our enrollment is approximately 130 students.
<b>Contact Person:</b>	Joe Hayman
<b>Contact Phone:</b>	770.949.0812
<b>Contact Email:</b>	<a href="mailto:joe.hayman@kwcsinfo.com">joe.hayman@kwcsinfo.com</a>
<b>School Posting Link:</b>	
<b>Instructions for Applicant:</b>	
<b>Education:</b>	must have a masters degree or actively working toward one.
<b>Years of Experience:</b>	5

The Administrator of King's Way Christian School is responsible for all the programs necessary for the operation of the school. These include, but are not limited to: spiritual development, academics, finances, staff development, athletics, personnel, maintenance, transportation, discipline, fund raising, student affairs, and accreditation.

**Description:**

The Administrator, in the performance of these duties, reports to the pastor of The King's Way Baptist Church. The school administrator serves as the educational leader, responsible for managing the policies, regulations, and procedures to ensure that all students are supervised in a safe traditional learning environment that meets the approved curricula and mission of the school.

Achieving academic excellence requires that the school administrators work collaboratively to direct and nurture all members of the school staff hired by the Administration and to communicate effectively with parents. Inherent in the positions are the responsibilities for scheduling, curriculum development, extracurricular activities, personnel management, emergency procedures, discipline, and facility operations.