



HEART OF OHIO

CLASSICAL ACADEMY

HEADMASTER

Heart of Ohio Classical Academy, HOCA, (heartofohioclassical.org) is currently seeking a headmaster for a tuition free, Classical Public Community School in the Columbus area of Central Ohio. We are searching for the person who shares our passion to grow the classical education movement founded by the Barney Charter School Initiative (BCSI) of Hillsdale College. We are approved by BCSI as well as the state of Ohio as a Community School, known as charter school in other states.

The mission of HOCA is to train the mind and develop the character of each student according to a rigorous, integrated and content-rich liberal arts curriculum from the Western, classical tradition in an academic setting that honors and inculcates moral, intellectual and civic virtue and supports the ideas and philosophy behind the American Founding. In this way we will be forming wise and virtuous American citizens who seek the truth, love what is beautiful, and do what is good.

As a Hillsdale College Candidate Member School, HOCA is on course to become one of more than twenty-five schools across the United States that are members of Hillsdale's K-12 Barney Charter School Initiative.

HOCA opens its doors in the Fall of 2023 and groups of dedicated parents are exploring the possibility of opening schools elsewhere in Ohio as well. HOCA will initially serve grades K-5, adding a grade each year through grade twelve.

Location: To be determined within the greater Columbus area.

Job Description – Head of School

The head of school will be the school leader. This will be a salaried, exempt position with a 12-month work schedule. Salary will be set annually on a performance-based schedule. The head of school will report to the board of directors.

The head of school's overarching role will be to maintain the integrity of the school's culture and effective learning environment. To accomplish this, the head of school will administer and supervise every aspect of the school's daily instructional and academic functions. The head of school will set the example for all students, teachers, and staff to maintain a constant atmosphere of civility, trustworthiness, respect, and concern for one another. The head of school's essential duties and responsibilities are as follows:

Leadership

- Implementing and evaluating the school's mission and goals, reporting regularly to the board of directors.
- Maintaining a school atmosphere of academic excellence, civility, trustworthiness, respect, fairness, and equality.

Instructional

- Planning, implementing, and evaluating the school instructional program based on student needs and Ohio Standards.
- Setting instructional priorities and goals.
- Ensuring alignment of curriculum with Ohio Standards.
- Reviewing teacher lesson plans and instruction to ensure compliance with Ohio Standards, the school's mission, and the charter contract.
- Assuring that all academic components of the school's charter are being met.
- Serving as the liaison with Hillsdale College Barney Charter School Initiative.

Administrative

- Recruiting instructional faculty for the school as needed.
- Planning, implementing, supervising, and evaluating all other programs, i.e. athletics, extra-curricular, co-curricular.
- Determining staffing needs including selection, supervision, staff development and evaluation of school instructional personnel.
- Managing state assessment procedures and compliance.

- Reporting instructional employee appointment or dismissal to the board of directors.
- Ensuring the school is operating within the set instructional budget.
- Overseeing the proper academic record keeping processes.
- Maintaining records such as but not limited to student test scores, attendance records, overseeing IEPs, and all other reports as needed for efficient operation of the school and compliance with federal, state and local requirements.
- Enforcing the policies and procedures of the organization as set by the board of directors, including the student code of conduct.
- Developing and implementing school rules and regulations in keeping with the policies and procedures.
- Attending and participating in meetings of the board and its committees as requested.
- Maintaining knowledge of Charter School Laws and Ohio Statutes.

Minimum Qualifications

- Candidates should understand the value of a classical education and the importance of the liberal arts and the teaching of civics.
- Preferred candidates will have a master's degree, teaching experience at the K-12 or college level, a record of leadership, and demonstrated abilities in speaking and writing.
- Experience in educational leadership preferred.
- Five (5) years of related professional experience required.

Additional Qualifications

- Ability to demonstrate, uphold, and promote in daily interactions a commitment to HOCA's mission and vision, and the moral character and civic virtue HOCA embodies.

Salary and Benefits

- Salary and benefits will be competitive commensurate with experience and expertise.
- Short- and long-term disability and life insurance plans.
- Enrollment in the State Employees Retirement System (SERS).
- Performance pay if awarded by the Governing Authority.

Equal Opportunity Employer

The organization is committed to providing equal opportunity for all individuals in all areas of recruitment, selection, placement, training, assignment, transfer, compensation, benefits, discipline, retention, and promotion. The board commits itself to the policy that there shall be no unlawful discrimination against any person because of race, color, religion, age, sex, national origin or disability. All decisions with regard to employment shall be in compliance with applicable state and federal laws.

For more information on Heart of Ohio Classical Academy,
contact Jim Cowardin at Careers@HeartofOhioClassical.org.