



Veritas Christian Academy

Position Description: Academic Dean (Full-Time)

Veritas Christian Academy, located in Fletcher, North Carolina, is seeking to hire an **Academic Dean** for the 2026-27 school year. Our ideal candidate will have a minimum of three years of teaching or leadership experience in a classical Christian school and possess a broad knowledge of educational administration, curriculum, and instruction. The Academic Dean will oversee every facet of the school's teaching and learning culture (K-12) that directly impacts our community. This includes providing the resources, guidance, and programming necessary to support each student during their time at Veritas and eventually, their next learning and training pursuit. The Academic Dean will work in concert with the Headmaster and Principals to monitor classroom instruction, help maintain a positive, structured, and Christ-centered school culture, and oversee curriculum scope and sequence, instruction, and assessment while maintaining alignment with the values of Veritas Christian Academy for all subject areas, grades from the 12th grade through Kindergarten. The Academic Dean will also actively seek to partner with teachers by building strong relationships and consistently gathering targeted feedback.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

Under the supervision of the Headmaster, the responsibilities for the Academic Dean include, but are not limited to the following:

CURRICULUM DEVELOPMENT

- Oversee the review, development, mapping, and implementation of a classical curriculum, ensuring it aligns with the liberal arts tradition and biblical worldview.
- Establish and guide an annual review rotation for major subject areas.
- Oversee the selection of published teaching materials for classroom use.
- Supervise the annual administration of standardized testing (CLT, SAT, PSAT, ACT, AP).
- Ensure that the curriculum and pedagogy align with accreditation standards set by the Association of Classical and Christian Schools (ACCS) and the Society for Classical Learning (SCL).

INSTRUCTIONAL RESPONSIBILITIES AND SUPERVISION

- Teach up to two classes per year depending on need and interest.
- With the Principals, mentor, train, and assist all teachers and support staff in the day-to-day practical application of pedagogical techniques (e.g., Socratic method, grammar, logic, rhetoric stages), of classical Christian education at Veritas.
- Collaborate with the Headmaster to organize and implement a comprehensive professional development plan for teachers, including staff orientation, Collegium training conferences, and weekly/monthly faculty training, etc.
- With the Principals, assist in developing a mentoring/peer coaching program for teachers.
- Conduct classroom observations.



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ADMINISTRATIVE LEADERSHIP

- Manage the school's academic schedule, oversee the adoption of textbooks, maintain records of teacher certification, and ensure compliance with accreditation standards (e.g., SCL, ACCS, Paideia).
- Contribute to the school community by maintaining a positive attitude, fulfilling all required duties, and attending required events throughout the year, including professional development and faculty meetings.
- Promote the mission of Veritas individually and institutionally, support and implement the philosophy of a classical Christian education and participate in building faith in the community.
- Evaluate and guide teachers to ensure that all subject areas are viewed through the lens of Scripture and that Christian, classical, and pedagogical practices are integrated.
- Work with the admissions team to review candidate academic records and ensure that new and existing students are placed in appropriate classes.

REQUIRED PERSONAL QUALITIES

The Dean of Academics will:

- Be in whole-hearted agreement with the Veritas Statement of Faith, Mission, and Vision.
- Be a Christian role model in attitude, speech, and action toward others (Luke 6:40).
- Be a Christian who is, and will remain during the period of employment, an active member of a Christ-centered church, growing in his/her Christian relationship with God, and actively practicing and exhibiting Christian principles of the Christian faith.
- Be spiritually mature.
- Recognize the role of parents as primarily responsible before God for their children's education and be prepared to assist them in that task.

PREFERRED KNOWLEDGE AND SKILLS

The Academic Dean will possess the following:

- Keen evidence of the fruit of the Spirit.
- Excellent written and verbal communication skills.
- Proven ability to cultivate productive, professional relationships.
- An enthusiastic understanding of the classical Christian education model.
- A reputation for being a team leader.
- Exceptional organization and time management skills.
- Proficient in the use of FACTS and Google education apps, with the ability to quickly learn new technologies.
- Preference given to qualified candidates with advanced graduate credentials.