

# Immanuel Christian School (ICS)

## Associate Head of School

### About ICS

We are a non-denominational, non-public, Christian school and serve a diverse, K–12 student body. We have a great desire to bless the city, and we prioritize investing in ACE students:

- A** = Academically disenfranchised
- C** = Culturally diverse
- E** = Economically disadvantaged

We highly value God's grace. This value impacts everything we do at ICS and is essential to helping under-resourced students reach their full, God-given potential. Immanuel Christian School is a life-giving and safe environment where students can ask big questions and grow academically and spiritually.

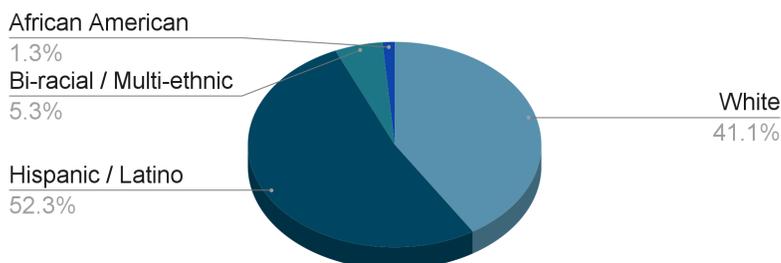
### Academically Strong

- The top two reasons families choose ICS are Christian faith and academics.
- The satisfaction with academic needs being met has increased from 88.58% to 94% in two years.
- In 2019 we launched NWEA Map Growth assessments and remain the only school to do so in all of Hazleton.
- ICS offers numerous learning support programs, including co-remedial reading and math intervention, a targeted literacy intervention program for low-income and English language learners, academic coaching, after-school homework assistance, and more.

### Diversity

ICS is the most diverse private school in Hazleton.

2021–2022 Student Ethnic Demographics

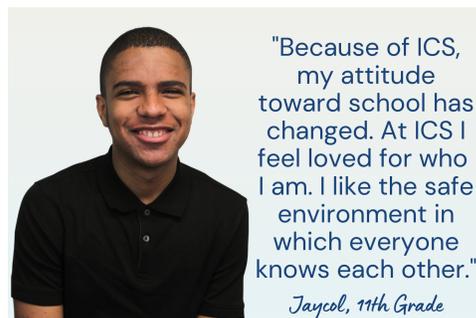


### Mission

*To provide a financially accessible, grace-filled, Christ-centered education shaping students to become lifelong learners who serve their community with integrity.*

### Vision

*To dramatically impact the city of Hazleton by empowering generations of diverse students, through Christ-centered education, to love God, serve others, and bless the world.*



ICS Website  
[www.icshazleton.org](http://www.icshazleton.org)

ICS Facebook Page  
[@icshazleton](https://www.facebook.com/icshazleton)

## About This Position

### Strategic Investment

The recruitment of an Associate Head of School is a strategic decision. In the Spring of 2020, ICS completed a five-year strategic plan with a renewed vision and mission. We are now at a place where our CEO must become fully committed to advancement initiatives. Hiring an experienced professional who can run the day-to-day operations of the school would support ICS in fulfilling its vision to impact the city of Hazleton.

### Overview of the Position

The Associate Head of School is a key leader internally and externally, helping to advance the mission of the school. The successful candidate is someone who enjoys people and will work closely with teachers, students, administrators, and parents. The Associate Head of School will work directly with the CEO.

### Requirements & Duties

- Love for Jesus and a heart for serving others as a reflection of Christian ministry; ability to articulate a biblical worldview
- Master's degree in an education field
- Bilingual in English/Spanish is highly desired
- Provides general management of most school operations, including but not limited to academic, faculty & curriculum, and facility areas
- Supervises every aspect of learning and all people involved
- Principal-level input to high school curriculum and high school operations
- Experience teaching in the classroom, preferably with middle and high school students
- Demonstrated strength in administrative and project management skills
- Highly effective communicator, both in-person and written
- Commitment to diversity and demonstrated experience working with cross-cultural populations
- Able to walk up and down three flights of stairs
- Agree with Immanuel Christian School's Statement of Faith

### To Apply

To receive an application package, please send both resume and cover letter to [careers@icshazleton.org](mailto:careers@icshazleton.org) or mail to:

Recruiting Manager  
Immanuel Christian School  
PO Box 487  
Hazleton, PA 18201

"Bless the city.... pray to the Lord for it,  
for if it prospers, you too will prosper."  
- Jeremiah 29:7



### More about Hazleton

*Located in the foothills of the Pocono mountains of northeastern Pennsylvania, Hazleton is a quickly growing city with about 25,000 residents. Originally thriving from the coal and silk industry in the 19th and 20th centuries, Hazleton has now become a center of economic growth, with the expansion of its commercial and manufacturing districts.*

*Within Hazleton and the surrounding areas one will find historical landmarks, plenty of outdoor recreational activities, a variety of restaurants and retail, sporting events, art classes, and more.*

*The following websites offer more information on Hazleton, PA and the surrounding areas:*

- City of Hazleton: [hazletoncity.org](http://hazletoncity.org)
- Downtown Hazleton Alliance for Progress: [downtownhazleton.org](http://downtownhazleton.org)
- Discover NEPA: [discovernepa.com](http://discovernepa.com)

