



Job Description: Kentucky Christian Education Network Director

The Kentucky Christian Education Network (KY CEN) Director leads the movement to advance, protect, and expand Christian Education in Kentucky. With the assistance of the Christian Education Network (CEN) and the state Leadership Council, the Director will become a leading voice for Christian education in the state.

The KY CEN Director is a relationship builder and works with the Executive Director to set the tone, vision, and direction of the KY CEN and oversee the recruitment, shepherding, and management of the network and its activities. A strong candidate for this position must be an inspirational leader, a devoted follower of Christ, and a natural recruiter and relationship builder.

Reports to: TFF's Executive Director
Hours: Monday–Friday, 9:00am to 5:30pm
Compensation: Full-time, Salaried/Exempt plus Benefits
Location: Work primarily out of TFF's Lexington Office (residence in/around Lexington preferred). In-state travel required (especially initially) and occasional out-of-state travel required

Interested parties should email a resume and cover letter to TFF's Exec. Director David Walls at davidw@kentuckyfamily.org with the subject line "KY CEN Director"

Key Responsibilities

- Establish a growing network membership among Christian schools, both evangelical and Catholic, in the state. Establish and expand membership services that create an attractive value proposition for member schools.
- Build school participation in the allied CEN Scholarship Granting Organization (SGO) leading to financial targets being met.
- In coordination with TFF policy team, lead education policy development and advocacy that will allow member schools to successfully fulfill their mission.
- Cultivate relationships with key state lawmakers, executive branch officials, and other organizations and networks that influence education policy.
- Based upon CEN's model of helping start new Christian schools, develop a plan to assist churches or other organizations with the opening of new schools across the state.
- Develop school participation in existing CEN projects like Teach for the Kingdom or Hartshorn Dignity of Life Awards, and programs that will be developed in the future.
- Help create a Leadership Council comprised of administrators from member schools to provide input and guidance from members.
- Participate and contribute to the CEN affiliate networks training and collaborative opportunities.
- Operate within the cooperative agreement with the Christian Education Network.
- Travel and share with schools, churches, pastors, leaders, partners, and stakeholders the mission and vision of TFF and the KY CEN.
- Help grow support for KY CEN with a goal of making KY CEN financially self-sustaining.



Job Qualifications & Requirements

Skills and Experience

- Undergraduate degree required.
- 5-10+ years of work in Christian Education (administrative experience preferred)
- Public policy experience preferred.
- Strong ability to conduct in-depth research and produce clear, well-structured written content.
- Skilled in clear, persuasive oral communication with strong attention to detail and organization.
- Demonstrates excellent time management, punctuality, and ability to handle multiple projects and meet deadlines in fast-paced environments.
- Flexible with shifting priorities, proactive in addressing knowledge gaps, and driven by a strong personal commitment to organizational goals.
- Embraces technology to improve performance and capable of mastering tools like CRM systems independently.
- Humble and teachable, strong time management and organization skills, and able to establish priorities and meet deadlines.
- Help execute, promote, and assist in TFF and KY CEN events.
- Partner with the broader CEN and other state CEN Directors in allied FPC organizations, utilize its resources, and strengthen the national movement.

Character and Spiritual

- Biblically grounded, Holy Spirit responsive, Christ-centered Christian, currently a member or pursuing membership in a local church.
- Agree with and adhere to TFF's Statement of Faith.
- Demonstrated commitment to TFF's mission and position on core issues.
- Strong biblical literacy, acumen, and theological understanding with ability to maintain and build relationships with schools and churches from various theological backgrounds.
- Respect the skills and roles of other members of the TFF team.
- Capable of operating within the broader TFF team and possessing the capacity to supervise others as growth allows.
- Ability to work discreetly with confidential information.
- Trustworthy, responsible, tactful, diplomatic, and focused on building consensus rather than emphasizing differences.
- Maintain a high level of professionalism and Christ-likeness, even with hostile media and/or adversaries.
- Strong leadership skills.
- Maintain a high level of professionalism focused on client/constituent relationships.