



Job Title: Parish School Principal

Mission:

Sacred Heart of Jesus Catholic Parish School is a vibrant Catholic elementary school committed to preparing minds for the future and souls for an eternity. We fully support our parish mission of putting hearts on a collision course with the Sacred Heart of Jesus.

We strive to live out our parish and school's core values of Unapologetically Catholic, grit and joyful servants.

We are deeply committed to growing and living our five foundation stones: Eucharistic Encounters, Reconciliation, Scripture, Fasting, and the Rosary.

Impact Description:

We seek a leader who will guide the transformation of our school into a community where a strong partnership between families, school, and parish flourishes, and where students are formed through deep prayer, sacramental life, and a love for truth, beauty, and goodness.

The Principal will be instrumental in fostering a school culture that places a strong emphasis on spiritual formation and vocational discernment, ensuring that each student is equipped to recognize and respond to their God-given identity and purpose in Christ. From this deep commitment to forming the whole person flows a natural pursuit of academic excellence, moral character, and a life of service to others.

While an educational background is preferred, we seek a mission-driven, visionary Catholic leader with strong communication skills, a heart for service, and the ability to lead through change. The Principal will oversee strategic direction, culture, advancement, and organizational health while empowering a talented team of educators and leaders.

How You Will Make an Impact:

Visionary & Strategic Leadership

- Champion and articulate a Christ-centered vision rooted in Catholic identity, excellence, and innovation
- Serve as a key driver of the parish's 10-year vision: *Partners on Mission*, building bridges between school, parish, and community
- Inspire faculty, staff, students, and families to embrace a unified mission with clarity and purpose
- Lead strategic initiatives that support growth, sustainability, and the holistic formation of students

Collaborative Leadership & Team Building

- Lead a dedicated team of 38 staff members serving approximately 400 students
- Collaborate closely with the Pastor, Integrator and leadership teams of both the school and parish
- Cultivate a culture of trust, shared leadership, and accountability across all areas

Mission Integration & Catholic Identity

- Ensure Catholic values, teachings, and sacramental life are integrated into all aspects of school life
- Lead by personal witness as a joyful, faithful disciple of Jesus Christ
- Promote a culture where each child is formed to know, love, and follow Christ in their unique vocational call

Organizational Development & Change Management

- Evaluate current systems, structures, and culture; lead change aligned with strategic and spiritual priorities
- Foster an environment that welcomes innovation and continuous improvement
- Identify and empower emerging leaders within the school community

Communication & Advancement

- Serve as the chief communicator and ambassador of the school's mission and vision
- Build strong relationships with families, alumni, benefactors, and the wider community
- Collaborate with development and enrollment teams to grow support and impact

Operational & Academic Oversight (*in partnership with Vice Principal(s) and leadership team*)

- Ensure curriculum aligns with Catholic teaching, high academic standards, and best practices in education
- Support the Vice Principal(s) in managing academic and daily operations while maintaining strategic focus
- Provide oversight for faculty development, instructional improvement, and academic innovation
- Oversee advancement, marketing, enrollment, and financial stewardship
- Work closely with parish administration to ensure alignment of resources, staffing, and mission execution

Qualifications

Required:

- Practicing Roman Catholic in good standing, with a strong personal prayer life and love for the Church
- Committed to living and growing in the five foundation stones of Eucharistic Encounters, Reconciliation, Scripture, Fasting and the Rosary
- Committed to living and promoting the parish & school's core values: Unapologetically Catholic, Grit, and Joyful Servants
- Demonstrated leadership experience in education, ministry, business, or nonprofit setting
- Skilled in communication, collaboration, and building high-functioning teams
- Experience in leading change and aligning people around mission and vision

Preferred:

- Master's degree in Education, Administration, Theology, Leadership, or related field
- Experience in Catholic education or ministry settings
- Knowledge of school governance, advancement, and enrollment strategies

Compensation and Benefits

Competitive salary commensurate with experience. Full benefits package included.
