

## HEAD OF SCHOOL (PRESIDENT)

St. John Paul II School

Hyannis, Massachusetts

Grades 5-12

St. John Paul II School (JP II) is a Cape Cod Catholic school that welcomes students and families from diverse faiths and backgrounds who desire a college preparatory, Catholic education. The school's academic, artistic, athletic, and co-curricular programs cultivate strong relationships and empower students to recognize their gifts, develop their potential, and communicate Christ in word and deed. Emulating their patron St. John Paul II, students pursue truth through faith and reason, preparing them to lead lives of continuous learning, respect, and community leadership.

The Head of School is the school's chief executive officer as well as the spiritual and educational leader. The Head of School is responsible for managing the strategic vision, policies, and finances that ensure a robust and rigorous learning environment grounded by the principles of a faith-based education. The successful Head of School will have significant leadership experience in an educational setting or in the non-profit, corporate, or public sectors. The ideal candidate is a growth-minded individual who maintains a highly visible presence inside and outside of the school community and who is committed to identifying, cultivating, and developing philanthropic contributions that will ensure JP II's long-term success and sustainability. The Head of School will work effectively with faculty and staff, the leadership team, the Advisory Board, and the Diocese of Fall River to strengthen a community focused on mission, core values, curriculum development, and the student/family experience.

### Responsibilities

- Embrace and uphold the philosophy of Catholic education and the mission of JP II
- Coordinate institutional long-range planning related to education, facilities, budget, and professional development
- Ensure that a distinct, innovative academic program will continue to distinguish JP II in its unique and competitive place on Cape Cod
- Routinely interact with community and business leaders for financial support and grants from individuals, foundations, and corporations
- Cultivate long-term relationships with major donors
- Collaborate with the school's leadership to create effective internal and external communications that promote JP II's mission and stimulate increased enrollment

- Represent the school in various community and professional activities

#### Personal Attributes

- Practicing Catholic who promotes JPPII's mission and models its values
- Highly skilled communicator who can represent the school effectively and credibly with all constituents, internal and external
- Authentic servant leader with a strategic mindset
- Highly relational leader with the ability to cultivate and maintain strong faculty, parental, and alumni relations
- Excellent oral and written presentation skills
- Highly collaborative
- Skilled in financial and budget management, personnel and project management
- Ability to translate the school's and advisory board's vision into reality
- Diplomatic, empathetic, and compassionate, good listener
- Skilled in long-term planning

All interested candidates should send a current resume and letter of interest to Sharon Sampson at [ssampson@catholiccsa.org](mailto:ssampson@catholiccsa.org).