

Profile of a Principal

In a Diocesan High School

Below are attributes and skillsets of an effective diocesan high school principal in regards to the pillars of the *National Standards and Benchmarks of Effective Catholic Elementary and Secondary Schools*:

Mission and Catholic Identity:

- Deeply grounded in the Catholic faith, living out that faith as an example for all stakeholders by performing each duty in harmony with Church doctrine while exemplifying a healthy individual spiritual practice and growing personally in faith
- Ability to foster and promote vocations among students
- Ability to infuse the Catholic faith and identity into all aspects of the school
- Ability to develop and maintain excellent working relationships with pastors from all surrounding parishes and have a deep understanding of the liturgical year and seasons
- Ability to oversee planning of all school liturgies, faculty and staff retreats, and experiences that allow students to encounter Christ

Academic Excellence:

- Ability to supervise the school's academic program
- An academic visionary; maintain a strong command of the school's academic offerings while planning for the ever-changing educational and instructional needs of students
- Ability to understand and utilize state programs offered to approved nonpublic schools
- Understanding of and compliance with all school, diocesan, state, and accrediting agency policies for approved nonpublic schools
- Ability to oversee and support academic resource programs for students with learning differences
- Maintain knowledge of best practices in teaching and learning
- Ability to provide instructional support for teachers in areas of need
- Ability to oversee graduation activities

Governance and Leadership:

- Ability to articulate the school's mission and vision and to engage the school community to ensure a school culture that embodies both
- Ability to provide positive, inspirational leadership with the ability to foster growth and a willingness for continued learning and leadership development
- Ability to actively recruit, form, and retain qualified professionals who embrace the teachings of the Catholic Church
- Ability to establish and maintain a positive and productive relationship with the superintendent and other diocesan leaders
- Ability to support networks of collaboration at all levels within the school community to advance excellence
- Ability to oversee the development and continuous improvement of curriculum and instruction, using data to plan for continued and sustained academic excellence and growth

- Ability to work collaboratively with the school president and other administrators
- Ability to create and maintain a positive, supportive culture among faculty members by providing inspirational leadership
- Excellent relationship-building, interpersonal, and communications skills that inspire collaboration from all constituency groups
- Ability to work collaboratively with the school president to update the school's strategic plan
- Ability to foster and maintain positive relationships with parents as the students' first teachers
- Ability to deliver relevant and professional presentations to faculty, students, consultative boards, and other stakeholders

Operational Vitality:

- A visionary; a strong command of the present, while consistently looking to the future for continued academic and spiritual growth and success of the school
- Excellent organizational skills
- Ability to work closely with the school president to ensure the school's continued growth
- Ability to foster and strengthen relationships with all stakeholders, including students, parents, faculty, staff, pastors, and community leaders

