The Diocese of Houma-Thibodaux is seeking a Principal of St. Mary’s Nativity Catholic School
About the Position
St. Mary’s Nativity Catholic School

Position Summary
The school principal respects Catholic values and aids faculty and students in Christian formation by exemplifying Catholic living, both in and out of the school. The principal is the chief academic officer of the school and is responsible for the spiritual and academic formation of the students and the everyday operations of the school. The principal works closely with the faculty, staff, and parents to achieve a climate and educational program that foster high expectations of the individual as well as Catholic growth and formation within the school community. The principal is appointed by the pastor with recommendation of the representatives of the diocesan and school consultative school boards. The principal reports directly to the pastor and superintendent.

General Responsibilities

- The principal is responsible for the spiritual and academic formation of the students and the everyday operations of the school.
- The principal supervises the academic and religious programs of the school.
- The principal respects Catholic values and aids faculty and students in Christian formation by exemplifying Catholic living, both in and out of the school.
- The principal ensures that gospel values and Christian ethics are integrated into the curriculum, policies, and school life.
- The principal works closely with the faculty, staff, and parents to achieve a climate and educational program that foster high expectations of the individual as well as Catholic growth and formation within the school community.
- The principal provides positive, inspirational leadership with the ability to foster growth and a willingness for continued learning and leadership development.
- The principal actively recruits qualified professionals who embrace the teachings of the Catholic Church.
- The principal articulates the school’s mission and vision, engaging the school community to ensure a school culture that embodies both.

Qualifications
The candidate must be in full communion with the Church and meet the following minimum qualifications:
- Masters’ degree or above with Certification in Educational Leadership
- Valid Teaching Certificate
- A minimum of five years of successful teaching experience and three years of administrative experience
- Must be a practicing Catholic in good standing with the Church who demonstrates commitment to and appreciation for the school’s Catholic education, mission, and values
- Demonstrated leadership abilities to recruit and retain highly qualified teachers and to encourage their professional and spiritual growth
- Excellent written and oral communication skills
About the School
St. Mary’s Nativity Catholic School

St. Mary’s Nativity School has been a beloved educational choice in Raceland since 1963. St. Mary’s Nativity School became a reality in 1963, under the leadership of Reverend Sabastian Arjonilla, pastor, who led the growth of the parish with the construction of two four-room school units. He had the old St. Andrew Chapel from Bowie Junction brought in and renovated to be used as a cafeteria, and he had a convent built to house nuns to be teachers. The convent eventually housed three orders of nuns.

First, the Teresian Sisters, a Spanish order, staffed the school, along with a few lay teachers. When they were called to go back to Texas, an Irish order of nuns, the Sisters of Mercy came to St. Mary’s Nativity School. In 1984, they returned to Ireland, and yet, another order from Ireland, the Sisters of Loretto, came to Raceland to teach and minister to the school and church parish. Eventually, they were called back to Ireland, and now St. Mary’s is staffed entirely by lay teachers.

St. Mary’s has continued to grow as additional classrooms were added. Today St. Mary’s offers Pre-K (3) through eighth grade, and has a library, a computer and writing lab, and a community center (built in 2009) which houses the school cafeteria. Many extracurricular activities are available for the students, and the school offers before and after school care along with breakfast for early arrivals.

As of today, 2022, the school is a tight-knit family of students, teachers, staff, parents and grandparents. This is a school family that never hesitates to help. From the moment the student arrives at St. Mary’s, faith is emphasized. Every morning, prayers begin with a remembrance of those who have asked for our help. Weekly prayer circles instill in students their ability to reach out to those in need through prayers.

Though our students excel in subject-matter knowledge, as proven by success in high school and by standardized test scores, and service becomes a habit that carries forward, the basis for all their success is the bedrock of our Catholic faith: We teach it; we practice it; we live it. Our virtue-based discipline program makes students aware of their responsibility for their actions and for how they treat others. School Masses are held twice a week, and students participate in readings and songs. Students also delight in service to each other: Yes, faith is alive at St. Mary’s Nativity School.
About the Diocese
St. Mary’s Nativity Catholic School

The Diocese of Houma-Thibodaux

The Roman Catholic Diocese of Houma-Thibodaux was formed out of the Archdiocese of New Orleans on June 5, 1977. The area covers the civil parishes of Terrebonne, Lafourche, parts of St. Mary (Morgan City and Amelia), and part of Jefferson (Grand Isle). The diocese includes 38 Church Parishes, 6 Mission Communities of Faith, 9 Catholic Elementary Schools, 2 Catholic High Schools, 1 PreK3-12th Catholic School, and several Diocesan Offices (including Catholic Charities) that serve and support our churches, schools, and the local community. Following Jesus’ instruction presented in Matthew 28:19, the mission of the Diocese of Houma-Thibodaux, simply put, is to form missionary disciples of Jesus Christ.

The Local Community

With a population of just over 10,000, Raceland was named for the Race family who once owned a large plantation named “Raceland” on Bayou Lafourche. The town is located along the bayou, 44 miles southwest of New Orleans and 15 miles from Thibodaux, the parish seat of Lafourche.

Raceland is the home of Louisiana’s Cajun Bayou Welcome Center. The town has a history deeply rooted in the grounds of Louisiana, including the oldest complete sugar mill in the United States and has served as a backbone of the American sugar industry since its beginning in 1825.

The draw of authentic Acadian culture makes our area the right place to call home. With a strong economy, a diverse environment, strong medical community, outstanding education, and excellent dining and entertainment, this bayou region of South Louisiana provides the perfect environment.

South Louisiana is special. You feel it immediately when you arrive. Our culture, faith, music and food will entice you to stay. The “Cajuns” make up the largest cultural group of people in this region of the state. These French-Acadian descendants are defined as much by their language and their culture as their “joie de verve,” or love for life. Our community is modern, but the roots of our Cajun culture are still flourishing.
Salary  ○  Commensurate with qualifications and experience

To apply, please include ○ For consideration, please submit a cover letter, resume, completed application, and transcripts to hr@htdiocese.org, or mail to Human Resources Director, P.O. Box 505, Schriever, LA 70395. The application form may be obtained from the following: htdiocese.org/catholic-schools or by calling (985) 850-3114.

Application Deadline ○ Applications are now being accepted until March 31, 2022, or until the position is filled.

The Diocese of Houma-Thibodaux is an Equal Opportunity Employer and does not discriminate against applicants or employees by reason of race, color, religion*, sex, national origin, age, disability, veteran status, genetic information, or any other basis prohibited by applicable law.

* The Diocese, in its sole discretion, reserves the right to require "practicing Catholic" to be a qualification for a position.