



OUR LADY OF BETHLEHEM SCHOOL AND CHILDCARE



Joyfully Building Our Best Nest Yet!

Our Lady of Bethlehem School
Director of Operations
Full-time
Catholic Required

Our Lady of Bethlehem, located at 4567 Olentangy River Road in Columbus is hiring a Full-time Director of Operations.

The Director of Operations (DoO) has oversight of the operations of Our Lady of Bethlehem School and Childcare (OLB). Reporting directly to the Board of Trustees, the DoO works collaboratively with the Director of Instruction (DoI) to advance the mission of OLB.

Position Qualifications:

- Knowledgeable and practicing Catholic with a thorough understanding of and experience with Catholic education and the teachings of the Church.
- Must be an active, registered parishioner at a Catholic parish.
- Commitment to modeling the values of Catholic educational leadership.
- Ability to successfully pass FBI and BCI background checks.
- Attendance at a VIRTUS Protecting God's Children Seminar.

[Click here](#) for a full job description. Salary is commensurate with the candidate's education and experience. Interested candidates should complete an **administrator application** and submit a letter of interest, resume, and references to Lauren Harrington, Marketing and Development Coordinator, at lharrington@cducation.org.