JOB POSTING

PRINCIPAL POSITION AT CATHOLIC SCHOOL IN UXBRIDGE, MA

Our Lady of the Valley Regional School in Uxbridge, Massachusetts seeks an experienced, energetic, and innovative leader to serve as principal. Located within the Diocese of Worcester at Saint Mary Parish, Our Lady of the Valley Regional School boasts an exceptional Pre-K – 8 program currently serving 185 students.

Responsibilities:
- Serve as the spiritual, instructional, and administrative head of the school
- Create an environment that fosters academic excellence and sound formation in the Catholic faith
- Implement procedures to assess program effectiveness; guide and assist staff in developing and implementing effective instructional strategies
- Support the professional development of faculty and staff
- Ensure all members of the school community (faculty, staff, students, parents, donors) are engaged to achieve the school's mission
- Grow enrollment through marketing, public relations and community partnerships
- Plan and manage the school budget, in collaboration with the school’s Consultative Board

Key Competencies:
- Excellent oral and written communication skills as well as excellent interpersonal skills
- Demonstrates competence in staff selection, training, supervision and evaluation
- Proven instructional leadership capabilities
- Demonstrates problem-solving skills

Qualifications:
- A commitment to and practice of Roman Catholicism
- A minimum of five years teaching and/or administrative experience (preferably at the elementary level)
- A master’s degree

Contact Information:
All applicants must submit a cover letter, resume, and three letters of recommendation (one from the applicant’s pastor) by February 1, 2020 to Rev. Nicholas Desimone, Saint Mary Church, 77 Mendon Street, Uxbridge, MA 01569; or by email to fathernick@stmaryuxbridge.org.

Equal Opportunity Employer

The Diocese of Worcester does not discriminate in employment opportunities or practices (consistent with those religious exemptions provided in statutory and constitutional law) on the basis of race, color, sex, national origin, age, disability, or any other characteristics protected by law.