



GUERIN CATHOLIC HIGH SCHOOL

PRESIDENT PROFILE

MISSION STATEMENT

St. Theodore Guerin High School is a Roman Catholic college preparatory school serving students from diverse backgrounds and preparing them to be servant leaders through authentic faith formation, academic excellence, and student life opportunities.

VISION STATEMENT

Lead with Humility † Serve with Love † Trust in Providence

SCHOOL PROFILE

St. Theodore Guerin High School (Guerin Catholic) is a diocesan college preparatory high school dedicated to its mission of serving approximately 800 students from diverse backgrounds and preparing them to be servant leaders through authentic faith formation, academic excellence and student life opportunities. Nationally recognized as one of the Top 50 Catholic High Schools in the country, Guerin Catholic is located in the Diocese of Lafayette-in-Indiana, and serves several communities in and around Noblesville, Indiana. Guerin Catholic is finishing its fourteenth year and boasts a continually growing enrollment and a strong financial position. It is committed to offering courses inspired and taught from a Catholic worldview, based on the Christian concept of the human person, and in communion with the Magisterium of the Church.

The academic curriculum at Guerin Catholic equips students to be engaged learners and citizens, highly prepared for college and beyond. The curriculum includes 41 International Baccalaureate and honors level courses, a rich humanities and arts program, and a comprehensive science and technology curriculum. The school also serves a diverse population of students with learning differences and educational challenges with a well-structured resource program. Opportunities for students to participate in leadership, peer ministry, service learning, and social justice activities abound. Comprehensive counseling and health and wellness services support students' well-being as they prepare for the future. Whether through academics, athletics, clubs, or other co-curricular pursuits, students find joy in learning and developing in a supportive and caring environment.

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THE ROLE OF THE PRESIDENT

The President serves as the chief executive officer of Guerin Catholic High School and provides visionary and inspirational leadership for all areas of operation through the implementation of a strategic plan. The President ensures that the Catholic dimension and mission of the school is developed across all organizational practices, both internally in daily operations and externally in the community. It is the expectation that the President will perform each duty in harmony with Church doctrine and exemplify a healthy individual spiritual practice in order to achieve the fullest attainment of the school's mission.

Guerin Catholic seeks candidates with exceptional relationship-building, interpersonal, and communication skills that inspire collaboration from all internal and external constituent groups. Candidates should possess significant management experience, financial acumen, and expertise in business management, as well as experience in planning and overseeing extensive capital and building projects to enhance facilities. In addition, the President must demonstrate a proven track record of acquiring funds through the identification, cultivation, and solicitation of major gifts from individuals, foundations, and corporations. The President should be capable of leading a team of administrators, possess an understanding of the President/Principal model of administration, and be comfortable working with a large, experienced, and committed School Governing Board.

The President of Guerin Catholic High School is directly responsible to the Bishop of the Diocese of Lafayette-in-Indiana, working closely with the Superintendent of Catholic Schools. He or she acts as an ex-officio member of both the Hamilton County Catholic High School Corporation Board and the School Governing Board as a nonvoting member.

ESSENTIAL DUTIES

- Lives and models the faith of Jesus Christ, the Master Teacher, in what He taught, how He lived, and how He treated others.
- Serves as a spiritual leader and business leader of Guerin Catholic with a mission-driven focus on fulfilling the vision of the Catholic school.
- Articulates the mission of the school to alumni, parents, faculty, staff, students and the wider community.
- Requires that all child safety and environmental protocols are in place and followed without exception. Maintains a positive, safe and supportive work environment for employees and volunteers.
- Oversees school personnel and budget, developmental programs, recruitment, business affairs and facilities.
- Develops and updates the strategic plan for the future of the school, including short-term and long-term goals and objectives.
- Plans, implements and supervises the school's fiscal development programs, including endowment and capital funding, to support the sustained growth of the institutional resources.
- Ensures the implementation of all Board policies.
- Hires, supervises and evaluates the Principal, VP of Finance and VP of Advancement, as well as other members of the staff who report directly to the President.
- Works closely with pastors from all surrounding parishes to develop a relationship of trust and collaboration.

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QUALIFICATIONS

- Practicing Roman Catholic in good standing with the Catholic Church
- Degree in business, finance or education preferred
- Proven success in advancing the mission, vision, and operations of a business, nonprofit, or school system
- Critical thinker who effectively analyzes and collaborates to find creative solutions to problems the organization faces across its vast landscape as a Catholic, educational, and community institution
- Strong fund development experience and financial acumen to maintain the organization's healthy fiscal status and advance the mission of the organization through effective fundraising and budgeting
- Understanding and commitment to the educational mission of the diocesan high school in the Catholic Church
- Valid driver's license and willingness to travel when necessary in order to advance the mission

SALARY AND BENEFITS

This is a full-time, 12-month position. Salary is competitive and commensurate with experience and qualifications. Diocesan benefits include: Health, dental, and vision insurance; long-term disability insurance, paid-time-off, and retirement.

APPLICATION PROCEDURE

Interested and qualified candidates are asked to submit a letter of interest, résumé and three professional reference letters, one of which should be from a pastor. In addition, a diocesan Application and answers to Application Questions should accompany the résumé. All documents should be emailed to: apply@guerincatholic.org.

Applications should be completed no later than June 27, 2018.

The anticipated start date is December 1, 2018.