



Growth. Values. For Life.

## **Upper School Principal**

Founded in 1893, Ursuline Academy is an independent Catholic, college preparatory school serving upwards of 400 students per year across four divisions: Early Childhood, Lower School, Middle School, and Upper School. Ursuline Academy is co-ed through grade five, and serves girls only in grades six through twelve. Part of a world-wide network of more than 105 schools, Ursuline Academy has been guided by the values and mission of the Ursuline Sisters, who established the school more than a century ago. Amongst the Ursuline Sisters' core beliefs is a commitment to self-reflective adaptation in changing times – a principle rooted in the Foundress of the Ursulines, St. Angela Merici. We prepare our students to live with faith and integrity, and to be lifelong learners and responsible global leaders. Committed to our mission of *Serviam* or “I will serve,” Ursuline has been a leader in education for 125 years.

Ursuline Academy is seeking an Upper School Principal who will assume leadership on July 1, 2018. We seek a visionary educator whose leadership will ensure excellence in our academic program, and who will promote the mission and values of the school. S/he is responsible for ensuring that the Upper School is a challenging and supportive environment that emphasizes scholarship, leadership, citizenship, and service, as well as high standards of character.

The Principal oversees curricular and co-curricular programs related to the operation of the Upper School, and collaborates with the Leadership Team on long-term strategic planning and mission delivery. We seek a leader who has exceptional interpersonal and communication skills, a strong commitment to excellence in education, and can lead an outstanding faculty in an inclusive and progressive way. It is an exciting time to join the school as it is in the process of planning a very dynamic future. The Upper School Principal reports directly to the President.

## **Professional Qualities & Qualifications**

The next Principal for Ursuline Academy is a student-focused, visionary leader with experience in secondary independent school administration. In addition to being a skillful manager and strategic thinker, this successful candidate will have a background and skill-set in the following areas:

- A passion for the education of young women
- Outstanding communications and relational skills in order to connect and communicate effectively and frequently with faculty, staff, administration, parents, and students
- Understanding of program design, curriculum development, and co-curricular programs (including College Guidance and Athletics) at the Upper School level
- Joyful and collaborative servant leadership combined with a sense of urgency and track record of exceptional results in a mission-critical environment
- Ability to work collectively with the Director of Teaching and Learning as well as department chairs to hire and develop an outstanding faculty and staff
- Master's degree or doctorate required
- Practicing Catholic with a strong commitment to Catholic education

## **To Apply**

Interested candidates should submit the following materials by February 12, 2018:

- Cover letter expressing interest in the leadership position and alignment of your experiences with the leadership needs of Ursuline Academy
- Current resume

- Brief statement of educational or leadership philosophy and practice
- List of three references with name, phone number, and email address  
*(References will not be contacted until a mutual interest is established and only with the candidate's permission)*

Please send all application materials under one cover to:  
[principalsearch@ursuline.org](mailto:principalsearch@ursuline.org)