



**JOB POSTING: PRINCIPAL
CRISTO REY NEW YORK HIGH SCHOOL
Start Date: July 1, 2019**

Mission Statement:

Cristo Rey New York High School is a Catholic, co-ed, college-prep school, part of the national Cristo Rey Network. We serve students of all faiths who have demonstrated the potential and motivation to achieve success and who do not have the educational background or financial means to attend another private, college-prep school. Guided by the spirit of care for the individual, cura personalis, we challenge all our students with a rigorous academic curriculum and a demanding work-internship program. Our ultimate goal is that our students will graduate from college and become professionals for others, transforming the world for the good of their families and society.

Position:

As the instructional leader of Cristo Rey New York High School (CRNYHS), the Principal inspires faculty and students to fulfill the school's mission by nourishing a climate of respect for others and respect for learning. The Principal supports high quality classroom teaching, vibrant extracurricular programs, and fruitful spiritual formation activities. The Principal assures the orderly functioning of the school and the cultivation of a school-wide Catholic faith identity.

The Principal exercises responsibility for teaching and learning by engaging faculty in the development and implementation of a rigorous, college preparatory curriculum and by providing ongoing instructional feedback. The Principal is responsible for creating and sustaining a culture of continuous improvement that seeks the greater fulfillment of the mission. The Principal reports to the school President and actively collaborates with the other members of the school's leadership team. See requirements and responsibilities below.

Position Requirements:

- Master's degree and significant administrative experience in a high school setting.
- Substantial full-time high school teaching experience.
- Demonstrated success supervising and evaluating faculty and staff.
- Commitment and capacity to serve and connect on a personal level with mission-appropriate, high need, low socio-economic status, students and their families.
- Demonstrated commitment to and appreciation for Catholic, faith-based education.
- Demonstrated ability to inspire, lead and work collegially with faculty and staff by fostering a culture of collaboration and teamwork.
- Strong background in developing and implementing a rigorous, standards-based, college-ready curriculum.
- Demonstrated success as an instructional leader who creates a culture of continuous improvement through ongoing instructional feedback to teachers.
- Evidence of an ability to analyze and utilize data to increase student achievement.
- Excellent written and oral communication skills. Ability to communicate in both English and Spanish is desirable.
- Exemplary interpersonal skills with faculty, staff, parents, students and community members.
- Prior service in a Cristo Rey school, Nativity-model school or a teacher service program such as Alliance for Catholic Education or Teach for America, is preferable but not required.



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How to Apply:

Candidates should send the following items by October 31, 2018:

- Cover letter communicating what attracts you to the Cristo Rey mission and why you seek the opportunity to lead Cristo Rey New York High School.
- Resume.
- Statement of educational philosophy. Please write an essay limited to three pages that responds to the following questions:
 - Describe your philosophy of education and how you would put it into practice at Cristo Rey New York High School.
 - Describe your leadership style. What past experiences in educational leadership best align with what you perceive to be the challenges of leading a school like Cristo Rey New York High School?
 - Cristo Rey New York High School has a strong community of adults committed to the school's mission. What qualities and dispositions do you look for when hiring teachers and staff? How would you support, evaluate, and train teachers?
 - How would you ensure the Catholic identity of our school? Define effective Catholic school leadership.
 - As principal you are the lead learner of the school community. Give an example of how you engage in reflection and ongoing learning as a school leader.
- References: Please provide three professional references (Include email address & phone number).

Applications will be considered until the position is filled, however, applicants who do not meet the requirements will not be considered.

Submit applications to Mr. Daniel Dougherty, President

Please send applications as a single PDF file by email to Mr. Dougherty at:
principalsearch@crestoreyny.org

Applications may also be sent by postal service to:
Mr. Daniel Dougherty, President
Cristo Rey New York High School
112 East 106th Street, New York, New York 10029

For more information about Cristo Rey New York High School, visit www.cristoreyny.org
For more information about the Cristo Rey Network of schools, visit www.cristoreynetwork.org



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Principal's Main Responsibilities:

- Recruiting, selecting, developing, supervising and retaining faculty members, administrators, and other instructional and extracurricular staff who are best suited to the mission of the school.
- Promoting student achievement at the highest level, including leading teachers in the development and implementation of the rigorous, college-ready Cristo Rey curriculum and ensuring access to ample co-curricular and extra-curricular programs.
- Regularly observing instructional activities to maintain a visible and active leadership role throughout the building, as well as to provide teachers and staff with valuable feedback to further develop their professional skills.
- Leading teachers in interpreting and using student achievement data.
- Securing and overseeing student support personnel (e.g. school counselor, social worker, school psychologist) to ensure students receive necessary services.
- Developing a school calendar and schedule that prioritizes student learning.
- Overseeing the process of academic recording and reporting, including grade reports, transcripts, permanent records, parent-teacher conferences, and academic recognition.
- Collaborating with the Director of Admissions and others on student admission guidelines, process, timelines, and enrollment goals.
- Collaborating with the Corporate Work Study Program team to ensure effective integration of the academic curriculum and work-internship program.
- Identifying program needs on an ongoing basis and constructing and overseeing the academic budget to meet identified needs.
- In partnership with the president, encouraging the growth of the faith community and integrating faith formation into the school culture.
- In collaboration with all staff, building the school's relationship with parents, guardians, and families, ensuring that they become partners in supporting students.
- Overseeing the development and maintenance of school accreditation with the identified accrediting agency (e.g. NYSAIS).
- Collaborating actively with the Cristo Rey Network national office and colleague principals.
- Representing the school at meetings of principals in the Cristo Rey Network, the Archdiocese of New York and other groups as appropriate.
- Participating in school leadership team meetings, including meetings of the Board of Trustees and its committees.
- Engaging with donors and other school supporters at school functions.
- Carrying out other duties as assigned by the president.

This school ministry is endorsed by the American Province of the Society of the Holy Child Jesus, the District of Eastern North America of the Brothers of the Christian Schools and the USA Northeast Province of the Society of Jesus.

Cristo Rey New York High School does not discriminate on the basis of race, color, national or ethnic origin, gender, sexual orientation or religion.