**ELEMENTARY SCHOOL PRINCIPAL**

St. Joachim Catholic School

***As a ministry of Saint Joachim Catholic Church, the school is a strong Catholic faith community which forms young people to be disciples of Jesus Christ in all aspects of school life.***

Our TK-8 school, located in the city of Costa Mesa, provides students with outstanding Catholic faith formation and the skills and knowledge to prepare them for lives of goodness, service, and success.  The school has a current enrollment of 214 with a maximum capacity of 300.

The principal is tasked with providing strong academic and Catholic leadership. As the school’s administrator, he/she models a commitment to Catholic identity in the school community as well as leadership and effective communication.

Our school is committed to forming the young Church of today and its future leaders.

**QUALIFICATIONS FOR PRINCIPALSHIP:**

A qualified candidate must:

* Be a practicing Catholic with a strong commitment to and working knowledge of the Catholic faith.
* Be experienced in developing community awareness to expand the school footprint in the community and increase school enrollment.
* Have a commitment to working with the parish and school as a team in building a unified community.
* Possess a Master’s Degree in School Administration and/or California Administrative Credential with a minimum of three years leadership experience within Catholic education.
* Have demonstrated successful knowledge and experience in elementary education.
* Demonstrate a high level of interpersonal and organization communication, collaborative ability, and administrative skills.
* Have an ability to work with parish administration and school staff in creating an environment that values hospitality.
* Preference given to candidates with Catechist certification

**APPLICATION PROCESS:**

Please send current resume with cover letter to:

Dr. Erin C. O. Barisano, Superintendent of Catholic Schools
Diocese of Orange Department of Catholic Schools
ebarisano@rcbo.org

To expedite the Diocesan Administrative Application process, please copy Nanci De la Rosa-Ricco, Assistant to the Superintendent (nricco@rcbo.org). Upon receipt of the above, the Diocesan Administrative Application and application guidelines will be forwarded to the candidate.

Questions regarding the position can also be directed to the above contact (714/282-3056). <https://www.saintjoachimcatholicschool.org/>

**DEADLINE FOR LETTERS OF INTEREST: Monday, May 1, 2019 or until position is filled.**