



**PURCELL  
MARIAN**

HIGH SCHOOL

AN IB WORLD SCHOOL



## PRINCIPAL PROSPECTUS

**PURCELL MARIAN HIGH SCHOOL IS SEEKING TO HIRE A PRINCIPAL FOR THE 2024-2025 SCHOOL YEAR.**

Purcell Marian High School is an authorized International Baccalaureate World School offering the IB Diploma and the only private Catholic high school in the Greater Cincinnati region with this distinction. For 95 years, Purcell Marian has served a diverse population of students. Founded in 1928 on the faithful charisms of The Marianists, in the historic, vibrant neighborhood of East Walnut Hills, Purcell Marian graduates includes St. Mary, Marian, Regina, Purcell, and Purcell Marian High Schools, with 16,000+ alumni. Purcell Marian is centered on inclusion and preparing graduates for post-secondary opportunities in the global world. Purcell Marian measures success on a 3E Guarantee, which works to ensure all graduating seniors are either Employed, Enlisted, or Enrolled at the time of graduation.





## OUR **MISSION**

As a Catholic community, we cultivate the best in each for the benefit of all.

## CORE **VALUES**

- Rooted in the traditions of the Marianists and Sisters of Charity, we foster faith, hard work, and service to others.
- We believe love inspires learning.
- We believe every student is different and these differences strengthen our community.
- We challenge our students to be open-minded risk-takers, and engaged global citizens, who eagerly pursue knowledge and new experiences.

## LEARNING **COMMUNITY**

Purcell Marian is an inclusive learning community comprised of 390 young women and men in grades 9 through 12 and a faculty and staff of 58 professionals. Purcell Marian students are talented, with a wide range of gifts and abilities. Our diverse student body learns not only with each other but also from one another. Purcell Marian's faculty and staff are dedicated professionals who strive to embody the mission and core characteristics of the school, grow and maintain the superior quality of its programs, invest directly in the lives of students, and engage in programs for their own professional and spiritual development.



# CHARACTERISTICS OF A **CAVALIER**

## **INQUIRERS**

We ask questions and work with others until we find answers.

## **KNOWLEDGEABLE**

We connect and care deeply about what happens at home and throughout the world.

## **THINKERS**

We seek the truth.

## **COMMUNICATORS**

We tell our story and listen to what others have to say.

## **PRINCIPLED**

We seek justice and have the courage to take action.

## **OPEN-MINDED**

We appreciate the values and traditions of people from different backgrounds and cultures.

## **RISK-TAKERS**

We step out of our comfort zones and take risks to explore new concepts.

## **BALANCED**

We strive for balance in all aspects of our lives.

## **REFLECTIVE**

We think, reflect, and evaluate.

## **CARING**

We understand that we are called to serve and make a difference in this world.

# PRINCIPAL

## POSITION REPORTS TO

The Principal reports and is accountable to the Board, the Archbishop, and the Superintendent of Catholic Schools. The Executive Officers of the Board, or its designees, will conduct an annual review of the Principal's performance and participate in the Archdiocesan assessment of the Principal.

## JOB OVERVIEW

The Principal of Purcell Marian High School leads the educational vision and direction of the school and is responsible for providing and coordinating personnel and resources to create, implement, and evaluate sound educational programming consistent with the standards of the Archdiocese of Cincinnati and the mission of Purcell Marian High School.

The Principal oversees the development and delivery of curriculum, student services, guidance, campus ministry and athletics. The Principal represents the school to various groups in the community, including but not limited to the Archdiocese of Cincinnati, Office of Catholic Schools, CISE, The Marianist Sponsorship, parents, and the alumni community.

## PRIMARY RESPONSIBILITIES

- Provides leadership, oversight, and accountability for the academic and religious programming at Purcell Marian High School.
- Directs, supervises and oversees all academic faculty and support staff and all co-curricular and extra-curricular activities including athletics, fine arts and clubs.
- Monitors instructional programming to determine effectiveness as it relates to student learning and assists in the development of instructional improvement as needed.
- Possesses knowledge of concepts and principles of curriculum design and development, high-quality instructional delivery and effective assessment practices.
- Establishes procedures for implementing new instructional programs or changes in current instructional programs.
- Researches, plans, and organizes new curricula, programs and achievement with the support of teachers and other educational personnel.
- Determines strengths and needs of the curriculum and instructional program through assessment of student outcomes as measured by standardized testing, competency-based and state administered testing programs.



- Performs regular evaluation of teachers and other personnel as assigned, including classroom observations and teacher development.
- Has a thorough understanding of the needs of diverse learners and knowledge of innovative instructional practices and strategies that personalize learning and address these unique needs.
- Creates, leads and implements Diversity, Equity and Inclusion (DEI) programs and best practices in collaboration with administrators, teachers, staff and parents to ensure equitable standards are implemented for all Purcell Marian students
- Oversees the Campus Ministry function and maintains a strong religious instructional program, frequent opportunities for religious worship and prayer, and engaging service programs for students.
- Upholds the quality of the school's Catholic identity to ensure that it authentically reflects the teachings of the Church. Responsible for ensuring the vibrancy and integration of the Marianist Charism across the school.
- Monitors the school's technology plan to ensure that instruction utilizes the best possible information technology.
- Oversees the OCSAA accreditation process, including re-accreditation, monitoring of goals, and filing of necessary OCSAA reports.
- Oversees and supervises all CISE-related programming.
- Nurtures, encourages, and monitors the ongoing professional development of all staff.
- Maintains an atmosphere of respect and good conduct throughout the body of students, parents, and volunteers.
- Communicates the values, needs, efforts, and accomplishments of the school with supporters and surrounding community.
- Monitors, revises, and clearly communicates the school's policies.
- Maintains positive communications with students, parents, alumni, donors, and other stakeholders to maximize support for the school.
- Reports regularly to the Purcell Marian Board of Limited Jurisdiction relative to progress, policies, and operations.
- Regularly conducts faculty meetings and other meetings as required.
- Attends Archdiocesan Principals' Meetings and other meetings required by the Archdiocese.
- Performs other duties and responsibilities as assigned by the Board of Trustees.



## QUALIFICATIONS AND REQUIREMENTS

- Must possess a Master's degree in Education.
- Must have experience in school leadership and leading in an educational setting.
- Possesses a deep knowledge of curriculum organization, effective pedagogy, and assessment.
- Must be a practicing Catholic with a personal faith commitment and demonstrated ability to serve as a faith leader of the school.
- Demonstrated ability to work in partnership with students and families of all backgrounds and all abilities.
- Demonstrated success working with diverse ethnic, racial and religious backgrounds of the student body, alumni base and broad community.
- Ability to establish goals and expectations for professional practices and students' outcomes.
- Possesses proficiency in collecting, analyzing, and using data to guide action.
- Demonstrated ability to collaborate with others and gather input when assessing progress and developing strategies and solutions.
- Strong commitment to personal/professional integrity and moral character.
- Demonstrated strong public relations skills, including verbal and written communication skills.
- Ability to work collaboratively.
- Ability to work in a complex organizational setting.
- Proficiency in communication technologies.
- Excellent at motivating and influencing others to achieve.
- Proven ability to build and maintain relationships of trust with all members of the school community.

## APPLICATION PROCESS

All interested and qualified applicants with a zeal for Purcell Marian's mission are invited to apply. A complete application will include:

- Resume
- Cover Letter

Please email your completed application to [Idamico@purcellmarian.org](mailto:Idamico@purcellmarian.org).



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