



DIOCESE of  
PROVIDENCE



# SUPERINTENDENT OF CATHOLIC SCHOOLS

September 21, 2021

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



## CLIENT BACKGROUND

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The Diocese of Providence has a rich history of ministering to the people of Rhode Island, especially on display as it now celebrates the 150th anniversary of its foundation. For the past 16 years, Bishop Thomas Tobin has successfully led the diocese which boasts the highest number of Catholics per capita of any state in the United States. The diocese, which covers the entire State of Rhode Island, serves the people of God through 127 parishes, 36 primary and secondary schools, and a variety of other ministries, charitable works, and institutions.

Catholic schools in Rhode Island successfully helps children grow in the love and knowledge of God, in partnership with their parents as first educators, through authentic formation of the intellect seamlessly intertwined with human and spiritual development. The aim of the diocese is to offer children a wholistic and rigorous Catholic education, centered firmly on Christ, guided by a classical model, and permeated by a thoroughly Catholic worldview in all aspects. All 36 of the Catholic schools in the diocese are accredited by the New England Association of Schools & Colleges (NEASC) and educate in accordance with requirements set by the State of Rhode Island.

The Superintendent of Catholic Schools is a leader and the primary and visible champion of Catholic education in the State of Rhode Island. The superintendent, in harmony with the vision of the Bishop, together with the leaders of Catholic schools, advances the mission, stability, quality, and charism of Catholic education. Developing and overseeing the staff of a Catholic schools office, the superintendent builds effective relationships amongst all stakeholders in Catholic education especially pastors, school leaders, and advisory boards. A guide and mentor, the superintendent also offers resources, advice, and support to strengthen Catholic education in parochial, diocesan, and Catholic independent schools.

**Reports to:** Vicar General and Moderator of the Curia

## Job Responsibilities

- Communicates and executes the Bishop's vision and direction for Catholic elementary and secondary education in the Diocese of Providence.
- Guides principals, pastors and school leaders in the successful operation of their schools. Provides guidance on curriculum and educational programming, personnel management, legal issues, communications and public relations, financial management, parental concerns, student issues, and school safety.
- Works with pastors and school leaders to ensure and strengthen Catholic identity in all schools and implement robust Catholic intellectual pedagogy and curriculum to successfully form disciples.
- Promotes Catholic education across the state and helps schools achieve growth and long-term sustainability. Publicly advocates for Catholic education.
- Leads the ongoing Catholic faith formation and professional development of principals, faculty, and staff through programs, conferences, retreats, and workshops. Organizes training and orientation for new leaders, faculty, and staff.
- Supervises the staff of the Catholic Schools Office, managing their work and projects, evaluating performance, supporting professional development, recruiting for vacancies, and providing guidance.
- Ensures recurring audits of all Catholic schools within the diocese including evaluation of leadership and faculty, curricula, student safety procedures, and school administration.
- Advises local and parish school advisory committees with the aim of improving school performance, fundraising and fiscal management, and personnel management.
- Primary liaison with state and federal educational agencies, including the Rhode Island Department of Education (RIDE). Advocates for Catholic schools and secure appropriate government funding.

## Knowledge, Skills and Abilities

- Must be a practicing Catholic in good standing with a pastoral reference and be personally invested in the formation of Catholic youth.
- Commands a superior understanding of Catholic intellectual tradition, the magisterium of the Church, and the purposes of Catholic education.
- Effective at leading at all organizational levels and building consensus and unity among diverse groups.
- Must possess a demonstrated ability to build a consensus among pastors, school administrators, and advisory boards.

## Education, Training and/or Experience

- The preferred candidate will have earned a graduate or doctoral degree in education, school administration, theology or ministry.
- Minimum of five years' demonstrated experience in leadership positions, preferably in Catholic schools or organizations.

## Special Requirements

- Capable of attending meetings and events which may occur on evenings and weekends.
- Must be available at all times for crisis consultation and guidance to all Catholic school stakeholders, unless prior arrangements have been made.

## Travel

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**Compensation & Benefits:** Highly Competitive and comprehensive benefits with details available to candidates through Human Resources.

**Application Deadline:** February 15, 2022

*We reserve the right to shorten the deadline for applications if we have sufficient interest. Please apply early to ensure your background will be considered.*

**Salary:** Commensurate with background, education and experience.

**For consideration, please email resume to:**

Brent Morton  
Vice President  
Catholic Recruiter Associates  
[Brent@CatholicRecruiter.com](mailto:Brent@CatholicRecruiter.com)

*Only those selected for an interview with the search committee will be contacted.*

Search managed by:

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