



CATHOLIC DIOCESE OF PEORIA



# SUPERINTENDENT OF CATHOLIC SCHOOLS

January 2, 2023

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



## BACKGROUND

---

The **Roman Catholic Diocese of Peoria** was founded in 1875, by Pope Pius IX. The **Most Reverend Bishop Louis Tylka, DD** is shepherd to nearly 200,000 Catholics. The diocese geographically covers 26 counties, from Ottawa to Lincoln, Danville to the Quad Cities. Currently Catholic school enrollment is 9337 students with 7360 in K8 and 2017 in Catholic High schools. An additional 5645 students are enrolled in parish religious education programs. Our Bishop views Catholic education as an essential ministry to creating disciples of the Good News of Our Lord and Savior Jesus Christ.

The Catholic Schools of the Diocese have dedicated resources to a complete education for all children in their care. Their philosophy is summed up on the website: "At a Catholic school, children receive an education and an experience that prepares them to be everything God made them to be—academically, socially, and spiritually. Our students receive individual attention in a nurturing, faith-filled environment, and the results are obvious. Our student achievement scores exceed the national average in every grade level and every area we serve. Our students also receive a spiritual education. We invest in the character, morals and beliefs of each child, and our faith is integrated into every aspect of the school."

**Job Title:** Superintendent of Catholic Schools

**Reports To:** Bishop of Peoria

**Location:** Peoria, Illinois

## Position Summary:

The Superintendent, at the direction of the Bishop of Peoria, provides the staff, resources, and strategic direction to school administrators and staff in support of intentional Catholic education for all who desire it. Focused on the physical, emotional, intellectual, and spiritual development of young people, the Superintendent leads Catholic educators in providing an exceptional education experience.

## Credentials & Experience:

- Have a strong commitment to Catholic education.
- Be visionary and forward thinking.
- Possess at least a master's degree in educational administration (doctorate preferred).
- At least five years' experience in Catholic school administration and management, preferably as a Superintendent or Assistant Superintendent.
- Be a practicing Catholic in full communion with the Church.
- Be passionate about the Catholic faith and forming disciples.
- Be able to obtain licensure as a superintendent in the State of Illinois.
- Be knowledgeable of local, state, and federal regulations.
- Have experience with strategic planning, school accreditation, fiscal planning, marketing, donor relations, communication, educational best practices, and current opportunities and challenges impacting Catholic schools.
- Be knowledgeable of the relationship between the Illinois State Board of Education (ISBE) and nonpublic schools.

## Essential Functions:

- Advises the Bishop of Peoria on matters pertaining to Catholic schools.
- Acts as chief spokesperson for the Diocese of Peoria on all matters regarding Catholic education.
- Oversees goals and objectives for Catholic school endeavors.
- Serves as an ex-officio member of the Bishop John Lancaster Spalding Scholarship Board for the Diocese of Peoria.
- Represents the Diocese of Peoria on educational matters to the Catholic Conference of Illinois (CCI).
- Plans, administers, supervises, coordinates, and evaluates all areas of education in the Diocese through the Office of Catholic Schools.
- Facilitates communication and good working relationships with appropriate personnel in the Diocese.
- Serves as primary liaison between the Office of Catholic Schools and other departments of the Spalding Pastoral Center.
- Maintains communication and good working relationships with the community at large – local, state, and national – both ecclesiastical and civil agencies.

## Specific Tasks & Duties:

- Must be a champion of Catholic identity, working diligently to promote and ensure authentic Catholic culture, teaching, and practice in all Catholic schools within the Diocese.
- Provides leadership, support, and oversight for all Catholic elementary and secondary schools in the Diocese.
- Monitors the quality of religious, academic, and operational programs within the Catholic schools of the Diocese.
- Responds to significant questions, issues, or concerns emerging from the Catholic schools.
- Serves as the administrative head of, and is directly responsible for, the Office of Catholic Schools.
- Supervises all personnel in the Office of Catholic Schools.
- Coordinates and oversees the implementation of the strategic planning process for Catholic education.
- Oversees the consultative boards for diocesan high schools and serves as an ex-officio member of each board.
- Hires all employees within the Office of Catholic Schools.
- Represents the Diocese of Peoria to the Illinois State Board of Education (ISBE) and the National Catholic Education Association (NCEA).
- Maintains good working relationships with local universities and colleges, public school districts, and the Regional Office of Education.
- Coordinates public relations and media outreach for the Office of Catholic Schools.
- Speaks publicly on behalf of the Catholic schools and/or the Office of Catholic Schools when appropriate.
- Provides for the onboarding and training of diocesan principals.
- Maintains good working relationships with the Illinois High School Association (IHSA) and the Illinois Elementary School Association (IESA).

Salary: Commensurate with background and experience.

Application Deadline: February 28, 2023  
*(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.)*

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

Miriam Brackett-Santos  
Senior Director, Education  
Catholic Recruiter Associates  
**Miriam@CatholicRecruiter.com**

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

Search managed by:



EXECUTIVE SEARCH • MANAGEMENT CONSULTING

P.O. Box 967  
Ridgefield, CT 06877  
Phone: (203) 438-8475  
info@catholicrecruiter.com  
www.catholicrecruiter.com