



THE DIOCESE OF SPRINGFIELD, MASSACHUSETTS
servng berkshire, franklin, hampden & hampshire counties



SUPERINTENDENT OF CATHOLIC SCHOOLS

May 1, 2018

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



CLIENT BACKGROUND

The Roman Catholic Bishop of Springfield, a corporation sole, is the civil corporate name for the Diocese of Springfield (<http://diospringfield.org/>). The Bishop of Springfield, Most Reverend Mitchell T. Rozanski ([Bishop Rozanski Bio](#)) is the head of the corporation. The Roman Catholic Diocese of Springfield, which was erected on June 14, 1870, operates under both civil law and canon law (the law of the Church). It is comprised of 80 parishes and 8 missions with more than 177,269 Catholics. There are 184 priests throughout the four western counties of Massachusetts (Berkshire, Franklin, Hampden and Hampshire).

POSITION DESCRIPTION

Position: Superintendent of Catholic Schools

Reports to: Vicar General, Moderator of the Curia

The Diocese of Springfield is seeking a Superintendent of Catholic Schools ([Catholic schools office](#)). The successful candidate will provide vision and leadership to a system of 12 elementary schools and 1 high school. The school system has a current student population of approximately 3,000 and 256 professional staff.

Primary Duties & Responsibilities





The Superintendent of Catholic Schools will be a dynamic, visionary leader, uniquely qualified to support and carry out the vision of the Diocese to provide academic excellence based on gospel values.

The Superintendent will be a highly energized person able to articulate the mission of Catholic Schools, provide leadership and support to students and faculty, grow enrollment in the schools, and ensure that schools are managed in a fiscally sound manner.

Knowledge, Skills, and Abilities Required:

Qualified candidate will be a practicing active Catholic with a strong commitment to Catholic education. A Master's Degree in education administration or related field with 5 years of experience as a principal or administrator is required. Excellent interpersonal and communication skills are essential. The individual will be able to demonstrate leadership ability through work experience. The position requires the successful candidate to possess sound knowledge of budgetary issues, fiscal responsibility, and financial management. In addition, the successful candidate should bring the following professional and personal qualifications:

- Collaborative leadership style along with an ability to act decisively.
- Evidence of success in working with various boards and stakeholders to advance a positive change agenda.
- Excellent communication skills.
- Ability to brand and market our schools and some level of experience in development.
- Ability to recruit and motivate talented people in professional and volunteer roles.
- Commitment, energy, and capacity to successfully manage multiple tasks.
- Proven innovator with experience accessing needed resources.
- Ability to develop partnerships with constituencies within the community and beyond.

Benefits		This position offers comprehensive benefits and retirement plan. Details available from Human Resources.
Expected Travel		20-30 %; minimal overnight travel.
Compensation		Highly Competitive.
Deadline for Application		June 15, 2018

For consideration, please email resume to:

Arlene McSweeney, Ed.D.
Catholic Recruiter Associates
Arlene@CatholicRecruiter.com

Candidates should send the following information along with their resume:

- A cover letter expressing interest and aligning your skills, experiences, and values with the leadership needs of the Diocese.
- A one-page statement of educational or leadership philosophy regarding the mission of Catholic schools in today's society.
- A list of 3-5 professional references with current contact information. We will not contact any references without your permission.

Search managed by:

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