

Somerville Catholic High School seeks HEAD OF SCHOOL

Immaculata High School, Somerville, a fully accredited co-educational parochial Catholic school with an enrollment of 500 and faculty/staff of 70, is seeking to fill the position of Head of School by July 1, 2018.

Candidate must be a visionary leader who can manage day-to-day administrative responsibilities as well as long-range strategic planning. Head of School supervises the Academic Dean, Dean of Students, Athletic Director, oversees advancement, academic, student, and community affairs, and participates in the school's marketing, enrollment, and business operations through assigned administrators. Supported by the pastor and school chaplain, the Head of School upholds the Catholic identity of Immaculata and acts as the liaison to the Metuchen Diocese Office of Schools, surrounding parishes, local community, media, parents, alumni and volunteers. Candidate must be a practicing Catholic, hold a Master's Degree or higher in Education Administration or related field, have prior administrative experience in a Catholic school, excellent communication skills, and the desire to uphold excellence in academic standards. Position reports to the parish pastor who is Director of the School. Salary is competitive/negotiable.

Download application form at www.immaculatahighschool.org and send with letter of application, resume to Immaculata Search Committee, 240 Mountain Avenue, Somerville, NJ, 08876 or email Patricia Tiger at ptiger@immaculatahighschool.org.