



**St. Bonaventure High School
Ventura, CA
Job Announcement - High School Principal**

The Department of Catholic Schools of the Archdiocese of Los Angeles is accepting applications for the position of Principal of St. Bonaventure High School in Ventura, CA. St. Bonaventure High School is a Catholic, college preparatory, co-educational high school. Established in 1963, the school has served the Ventura County area for over fifty years in virtually all aspects of education and community involvement.

The Core Values of St. Bonaventure High School are Living Faith, Engaging Hearts, Enlightening Minds, Achieving Excellence, and Transforming Lives. These values are at the center of everything at St. Bonaventure and have inspired two generations of “Seraphs” to attend the finest universities, military academies, trade schools, and colleges in the country and to go on to transform lives through their various talents.

Reporting to the Department of Catholic Schools, the Principal is the chief administrator of the school and will provide dynamic, mission-centered leadership of academic and co-curricular programs, fundraising, administration, finance, and business operations. The Principal has direct oversight and responsibility for the school’s academic, financial, strategic, and spiritual affairs. The start date for the Principal is July 1, 2019.

Essential Leadership Attributes:

- a. **Faith-filled and Focused:** Rooted in a well-formed Catholic identity and grounded in a Catholic worldview, practices critical reflection and makes mission-driven and data-informed decisions
- b. **Hopeful and Entrepreneurial:** Imagines, articulates, and executes an innovative vision
- c. **Inspirational:** Capable of inspiring, recruiting, and growing a faculty of educational excellence playing from the same play book
- d. **Growth Mindset:** Assesses and adjusts, creates and advances a vibrant and collaborative culture of excellence, prioritizing action items in order to achieve the mission
- e. **Academic Excellence:** Leads the school community in delivering the highest quality curriculum and instruction yielding academic successes and holistic achievements for all students
- f. **Equity-Minded:** Strives for equity of educational opportunity, culturally inclusive practices
- g. **Fiscally Responsible:** Demonstrates common sense stewardship and financial management
- h. **Collaborative:** Values, engages, and connects parents, the parish and local community, and other partners in supporting programs and opportunities to maintain and grow the school’s presence and impact
- i. **Relatable and Trustworthy:** Communicates appropriately and effectively with all stakeholders

Minimum Qualifications:

- Knowledgeable and practicing Catholic with a thorough understanding of Catholic school philosophy
- Completed or is willing to complete basic catechist training
- Commitment to modeling the values of Catholic educational leadership
- Master's Degree in Educational Administration, Secondary Education, or related field OR California Administrative Services Credential
- Three years of successful school administrative experience

Preferred Qualifications (in addition to the minimum qualifications listed above):

- California Teaching Credential (Single Subject)
- Master's Degree in Educational Administration
- Five years of successful administrative experience in a Catholic high school

Application Deadline: April 12, 2019

Position Starting Date: July 1, 2019

Qualified candidates should submit the following:

- Compelling letter of interest indicating how your skills, knowledge, and experience match the philosophy and values of Catholic education and St. Bonaventure High School
- Complete résumé
- A list of professional references with telephone numbers; written reference letters may also be provided
- Completed Archdiocese of Los Angeles [Employment Application](#)

Please submit the requested information to:

Dr. Dan O'Connell, Deputy Superintendent

Email: doconnell@la-archdiocese.org

Subject: St. Bonaventure Principal Position