



JOB POSTING

PRINCIPAL – HOLY CROSS SCHOOL

Holy Cross School is an independent, co-educational Catholic school offering classes from Pre-Kindergarten (Pre-K) to Grade 8, with an enrollment of approximately 385 students in the Archdiocese of St. Boniface. Established in 1925, Holy Cross School has been providing a Catholic education to students for over 85 years. Over more than eight decades, Holy Cross School has developed a tradition of excellence, which, in turn, has fostered the spiritual and academic growth of its students. More school information can be found at <http://holycrossschool.mb.ca/>.

Holy Cross School is seeking a **School Principal** effective for the 2021-22 school year. The School Principal is responsible for the overall leadership of the school. He/she will report directly to the school board of directors. The successful candidate will be responsible for maintaining strong academic and religious programming and general oversight of the school facility. He/she must be comfortable with the integration of technology into the classroom and school generally. The Principal will be in direct supervision of all school staff. The successful candidate will be enthusiastic and possess strong interpersonal and communication skills to deal with parents, children, staff, board members and other stakeholders in our community.

The successful candidate's qualities will include:

- Strong devotion to the Catholic Church and a commitment to uphold the Gospel in the school
- Ensuring compliance to parochial and archdiocesan requirements
- Possess, or be working towards, a Level 2 Principal's Certificate
- Familiarity with provincial curriculum requirements
- Commitment to educational excellence for all students, in collaboration with parents and teachers
- Ability to create and implement a collaborative vision with buy-in from key stakeholders
- A self-starter, able to work independently and collaboratively to develop and to implement the school's strategic plan
- Motivated to advance the professional & character development of him/herself and all employees
- Proven managerial skills with a focus on professionalism, collaboration, consensus, coaching, training and team building
- Meticulous record keeping and time management skills
- Proficiency with computers and MS Office, and ability to learn to use other software as needed
- Knowledge of how to create, implement, and adhere to a budget

Preferred qualifications:

- Possess a MB Level I or II Administrator's Certification;
- Experience managing and motivating employees in a unionized environment;
- Minimum of three years of administrative experience.

Interested applicants should submit a cover letter and resume via email by July 31, 2021 to:

Holy Cross School Board of Directors
c/o Holy Cross Parish
252 Dubuc Street
Winnipeg, MB R2H 1E3
Email: board@holycrossschool.mb.ca

Interested Candidates are requested to forward their *curriculum vitae*, documents to support qualifications and pastoral and professional letters of reference. Please also provide a cover letter of your prior leadership accomplishments and your vision for leading a Catholic elementary school.

All applicants who respond by the deadline will be given the courtesy of a response.

Holy Cross School offers a competitive salary and benefits package.