



Cristo Rey Jesuit Seattle High School

Founding Principal Job Posting

Are you passionate about creating opportunities for students who would otherwise not have access to a high-quality college-prep Jesuit education—and professional work experience? This is the job for you!

[Cristo Rey Jesuit Seattle High School](#) seeks a mission-driven, student- and community-centered Founding Principal to serve as its chief academic, instructional, and formational leader, beginning Summer, 2023 as we prepare to welcome our first freshman class in Summer, 2024. [CRJS Mission and Vision](#).

For 26 years, Cristo Rey schools have been opening doors across the US for underserved students. CRJS is a part of the [largest network of high schools](#) in the US exclusively serving low-income youth, as well as a proud member of the Jesuit Schools Network, which has been educating students in the US since 1789.

Roles and Responsibilities:

Catholic, Ignatian Identity and Cristo Rey Mission

- Ensure all members of the school community are treated equitably and with respect and compassion; create a loving environment; protect the rights and confidentiality of students and staff.
- Serve as a spiritual leader for the school; promote and sustain the school's Jesuit, Catholic identity.
- Promote the integration of rigorous academics with the Corporate Work Study Program as part of a college-preparatory experience; ensure clear communication of shared expectations for students.
- Participate in CRN and [JSN](#) professional development; participate in faith formation programs aimed at deepening and nurturing your capacity as a spiritual and mission-driven Catholic school leader.
- Collaborate effectively with the President, VP of Work Study, CFO, and other school leaders.
- Work with [Archdiocese of Seattle](#) and [Jesuits West](#) to sustain CRJS's Catholic and Ignatian identity.

Teaching and Learning

- Stay abreast of best practices relevant to Catholic, Jesuit, and urban education.
- Inspire, coach and assess teachers based on a school-wide, evidence-based instructional framework.
- Foster continuous improvement recognizing existing equity gaps and commit to their elimination.
- Maintain a visible leadership presence during the school day and at school events.
- Lead implementation of the Cristo Rey curriculum; promote and nurture a college-going culture.
- Lead school-wide cycles of formative/interim assessments, analysis of data, and monitoring of student progress; identify and prioritize needs and design effective interventions.
- Design professional development informed by student achievement data, aligned with CRJS mission.

School Culture and Family Involvement

- Foster a school culture that values diversity and the unique gifts of staff, students, and families; ensure parents are welcomed as partners; develop strategies for meaningful family engagement.
- Serve as a model of the school's values; promote regular exchange of affirming and constructive feedback among members of the school's staff.
- Ensure active co-curricular life offering students opportunities to develop their talents and interests.

Strategic Planning

- Lead development of a detailed and compelling vision for excellence that encompasses academics, school culture, community engagement, and partnership with the Corporate Work Study Program, reflecting students' cultural identities, along with the school's Catholic identity.
- Consult with President and Board to incorporate their understanding of the school's context and to secure their investment in the school's vision for excellence.
- Design and execute processes for progress-monitoring with metrics re the strategic plan.

Allocation of Resources and Supervision of School Personnel

- Audit time, personnel, and resources to ensure college-readiness for all students.
- Communicate clear expectations for excellence, and define responsibilities for staff; delegate responsibilities consistent with role definitions; mentor leadership team.
- Acknowledge progress, celebrate success, and intervene to address gaps.
- Follow federal and state policy and establish a high bar for professionalism in personnel issues.

Attributes we are seeking:

- Commitment to Jesuit, Catholic education and low-income urban youth
- Flexibility, energy, and foresight, including modeling healthy habits.
- Ability to build a shared vision and inspire commitment to mission.
- Ability to anticipate barriers and recognize needs throughout school community.
- Willingness to solicit input as appropriate prior to developing strategies and solutions.
- Ability to motivate and influence others to achieve excellence in the workplace.
- Openness to feedback, a commitment to continuous learning, and a sense of humor.
- Ability to think critically and reflectively, and to prioritize effectively.
- Strong communication skills and ability to develop and implement an effective school budget.

Qualifications:

- Master's degree in an educational field and 5 years' experience in school leadership
- Demonstrated ability to connect with low-income, urban students and families
- Demonstrated ability to serve as a principal faith leader of the school
- Experience in curriculum design, supervision, data analysis, and school improvement plans
- Deep understanding of college qualification, acceptance, and completion process
- Personal and professional integrity and moral character
- Conversational ability in Spanish preferred

Salary: \$130,000 - \$150,000 annually, depending on experience.

Benefits: As an employee with Cristo Rey Jesuit Seattle, you will enjoy a competitive employee benefits program, including medical, dental, and vision coverage, retirement plan contribution, voluntary supplemental life and disability coverages, and generous paid time off.

How to Apply:

All qualified applicants with a passion for Cristo Rey's mission are encouraged to apply by June 13, 2023. If we receive a number of qualified applicants before June 13, we may begin the interview process earlier.

Please upload the following documents to:

[Cristo Rey Seattle Founding Principal Employment Application Upload](#)

- Résumé, including educational and work experience, and LinkedIn profile if you have one.
- Cover Letter (not longer than one page) articulating your interest in the Founding Principal role.
- References: include the names and contact information of three professional references
- Two-page response to the following questions (not longer than 700 words total):

- What past experiences in educational leadership prepare you to serve as Founding Principal?
- What qualities do you seek in hiring staff?
- How do you support, evaluate, and train teachers?
- How will you ensure the Jesuit, Catholic identity and charism of the school?
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Equal Opportunity Employer:

Cristo Rey Jesuit Seattle High School encourages applicants from a wide array of fields, experiences, and backgrounds to apply for this position. CRJS is an Equal Opportunity Employer. All employment decisions, policies, and practices are made in accordance with applicable federal, state and local anti-discrimination laws. Cristo Rey Jesuit will not engage or tolerate unlawful discrimination on the basis of actual or perceived race, creed, color, alienage or national origin, ancestry, age, disability or handicap, sex, marital status, citizenship, veteran status, sexual orientation, genetic information, religion when it is not a requirement for the position, or any other characteristic protected by applicable federal, state or local laws. Any offered salary is determined based on internal equity, internal salary ranges, market data, applicant's skills and prior relevant experience, degrees, and certifications.