

ST. PAUL HIGH SCHOOL

Norwalk, Ohio
Start Date: July 1, 2025

Position Announcement: Principal Grades 7-12



About St. Paul High School

Norwalk Catholic/St. Paul High School has been a cornerstone of the Norwalk, Ohio community for over 100 years providing the best in faith-based education. The school serves over 730 students in Preschool through 12th grade. Norwalk Catholic/St. Paul High School is organized into three distinct campuses, the Early Childhood is home to Preschool and Kindergarten, the Elementary encompasses grades 1st through 6th, while St. Paul High School proudly serves grades 7th through 12th.

St. Paul High School has opened the search for the next Principal who will assume leadership in July 2025. The school community seeks a collaborative, inspirational Catholic leader with a passion for living and growing the mission of the school while preparing students for post graduation success.

Norwalk Catholic/St. Paul High School follows a President - Principal Administrative Model, with the Principal reporting to the President. The St. Paul High School Principal serves as an integral member of the leadership team along with the President, Elementary Principal, Early Childhood Director, Campus Minister, Business Manager, Technology Coordinator, Engagement Director, and Athletic Director.

Mission Statement

Building on the legacy of our parishes, families, and alumni, the mission of Norwalk Catholic is to guide students to cultivate a personal relationship with Christ rooted in the Catholic tradition and to educate students in a rigorous academic environment to serve and lead in the global community.

Belief Statements

- Develop personal relationships with Christ
- Collaborate as partners between family, school, parish, and community to foster faith formation
- Build relationships and trust between staff and students
- Provide a structured environment which fosters respect for authority and encourages collaborative learning
- Challenge students with a curriculum that is dynamic and responsive to the changing needs in society





Catholic Identity

There is no substitute for a Catholic education. Catholic education encompasses all aspects of the student's physical, spiritual, moral, and intellectual growth with a firm foundation in the teachings of Jesus Christ. The major denominator in Catholic education is the infusion of Catholic Identity. Catholic Identity is the culture, climate and atmosphere of intellectual formation and development of a student's God-given gift of faith. It is the added value not freely portrayed in secular schools.

Catholic Identity is not limited to religion classes, but is evident in all content areas...preparing students to fulfill God's calling is our goal. Norwalk Catholic/St. Paul High School's Catholic Identity is described through the following:

- The foundation of our Catholic schools is rooted in Christ and His Church.
- Parents are the primary educators of their children; working together, the sense of family and a faith community create an atmosphere of trust, love, and partnership.
- Made in the image and likeness of God, we respect the dignity of all life in its physical, emotional and moral dimensions.
- Through active involvement in Christian service, all students assist in upholding the respect and dignity of every person and of God's creations.
- We are called to transform ourselves and our communities through the living and modeling of our Gospel teachings and baptismal vows.
- School communities represent safe environments where everyone is treated with respect.

Celebrating Mass

Mass is celebrated every week on Wednesday for Grades 7-12 and Thursday for Grades K-6. On special occasions and Holy Days, we gather together as an entire school community and celebrate an All School Mass together.

Many of the students are actively involved in the Mass, including the planning and implementation. Students fulfill the ministerial roles of:

- Lectors
- Extraordinary Ministers of Holy Communion
- Altar Servers
- Gift Bearers
- Praise and Worship team
- Ushers





Academics

St. Paul High School prides itself in providing opportunities for students for any post graduation outcome. St. Paul High School graduates often choose to pursue a post secondary education and are accepted to prestigious universities around the county including Notre Dame, Syracuse, Kentucky, Ohio State, Catholic University, Iowa State as well as regional universities and colleges such as Bowling Green, Toledo, Kent, John Carroll, Cleveland State, Ohio Northern to name a few.

In addition to college bound students, St. Paul High School supports students in their pursuit of the work force or armed service. These outcomes are accomplished through a rigorous core curriculum at St. Paul High School with robust elective offerings as well as Advanced Placement (AP) courses/exams and in concert with the College Credit Plus and Career Technical Education partnerships that are available to students.



Class of 2023 Top 10 earned an average GPA of **4.2**



For the 2023-2024 School year, students in grades 9-12 earned **425** college credits



100% of students passed AP Calculus

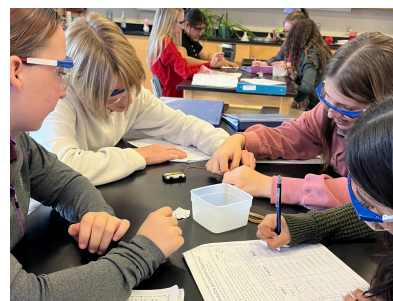


80% of students passed AP Biology

Extra Curriculars

St. Paul High School is known throughout the region for its vibrant school life. Whether a student loves sports, singing, science, school spirit, or service - or all of these and more - their experience at St. Paul High School will be rich and rewarding because of the many activities that enhance their premier academics. St. Paul High School boasts 15 varsity athletic programs enhancing the total educational experience by teaching life lessons through sport. St. Paul High School's reputation in athletics is stellar. Flyers hold past Ohio state titles in Volleyball and Football as well as individual champions in track and wrestling, Flyers are often in the running for conference championships and deep playoff runs.

In addition to a strong athletic program, St. Paul High School offers a wide range of experiences for students interested in fine and performing arts. The St. Paul High School musical is one of the most anticipated events of the school year and includes more than 50 students on the cast and crew. The St. Paul High School community of students is warm and inviting. We encourage students to make the most of their Flyer experience by joining clubs and organizations that challenge their minds, teach them something new, provide opportunities to make lifelong friendships, and allow them to just have fun. With more than 20 extracurricular clubs and organizations to join, St. Paul High School offers a thriving school life for all students.





The Opportunity

Job Title: St. Paul High School Principal
Grades 7-12

Reports to: President

Position Purpose

The Principal is primarily responsible for the academic and spiritual life of the school and must be committed to the mission of Norwalk Catholic/St. Paul High School. Specifically, the Principal should be a collaborative and forward-thinking educator and a skilled, motivational leader.

The Principal plays a critical role in advancing the school's mission of academic excellence, spiritual growth, and empowering young people to become compassionate leaders who strive to make a difference in the world. The Principal is integral in supporting and expanding the student, staff, and family experiences within St. Paul High School.

What does it mean to "BE A FLYER"

Flyers are people who are respectful and respectable, people who are reliable and trustworthy. Being a Flyer means that you are someone who puts your best foot forward. Someone who is kind and helpful. Someone who holds the door, someone who uses manners, someone who does their best under every circumstance. Being a Flyer means that you put in every effort to grow and learn as much as you can. You are dedicated to developing your God-given gifts to their fullest potential. You work on bettering yourself in your education and faith, so that you can support and communicate with the people around you. Flyers embrace the differences. Most importantly, Flyers are people who strive to reflect God's unconditional love towards others.



BELIEVE THERE IS GOOD

Qualification and Personal Attributes

A master's degree in education administration experience as a classroom teacher is strongly preferred. The ability to obtain a Valid Principal License, State of Ohio Professional Administrator License, or a Non-Tax Certificate is required.

The following qualities and characteristics are expected:

- An inspiring mix of personal humility, drive, and ambition for the school
- A deep belief in transforming students' lives and preparing them to be leaders
- Team builder with strong values and personal integrity
- Practicing Catholic with a passion for Catholic education with its traditions and beliefs

Spiritual Leadership and Catholic Identity

- Provides spiritual leadership of the school community in collaboration with the President and Campus Minister.
- Aligns all aspects of the school with the mission, vision, and beliefs as articulated in school documents and in keeping with St. Paul High School's identity as a Catholic high school.
- Encourages spiritual development and ethical behavior among students, faculty, and staff, fostering a supportive and inclusive environment.
- Acts as witness to Gospel values by modeling the teachings of the Catholic Church through all actions and interactions.



Community Engagement

- Works collaboratively with the President on executing the existing Vision 2037 as well as future strategic planning initiatives.
- Supports school life by attending a variety of events. including athletic competitions, musical performances, and service projects, as examples.
- Represents the school at community events and engages in student recruitment outreach efforts.
- Responsible for admission of each class of students and transfer students.

Primary Duties and Responsibilities

Educational Leadership and Administrative Management:

- Provides collaborative and strategic leadership to enhance academic programs, ensuring a curriculum that meets the highest standards of excellence while creating a positive environment that fosters learning and leadership.
- Fosters a culture of continuous improvement and student-centered learning that involves evaluating faculty to ensure that standards are achieved, and performance is maximized.
- Collaborates with the Administrative Team, Department Chairs, and faculty to develop and implement curriculum and effective teaching methodologies, incorporating technology, and best practices.
- Lead a team of educators in reviewing student performance metrics, including but not limited to grades and test data, to monitor and track student progress, provide academic support, and interpret results for program improvement.
- Oversees day-to-day school operations, ensuring a safe environment that is conducive to learning and leadership.
- Facilitates and encourages effective communication among faculty and staff.
- Leads recruitment, hiring, retention, and evaluation initiatives for faculty. Manages budgetary matters and resource allocation, ensuring that faculty are provided with necessary instructional resources within the limits of the academic budget.
- Ensures compliance with relevant federal, state, and local education laws and works closely with accreditation bodies to maintain and enhance the school's accreditation status, including supporting the OCSAA accreditation process.

Rate of Pay

Salary and benefits are competitive with the local Catholic education market and commensurate with experience.





Application Process

To apply, please submit the following materials as separate PDF attachments in one email to Norwalk Catholic/St. Paul High School President, Mr. Martin Linder at mlinder@ncsmaail.org.

1. Cover letter that aligns your experiences and skills with the school's current needs as you understand them.
2. Current resume with all appropriate dates included.
3. Statement of Catholic educational philosophy.
4. List of three references with names, physical addresses, phone numbers, and email addresses.
No references will be contacted without your knowledge and approval.
5. Include "St. Paul High School Principal Position" in the subject line.

Applications are being accepted through January 31, 2025.



For more information about Norwalk Catholic and St. Paul High School, please visit NorwalkCatholic.org.

Norwalk Catholic will not discriminate on the basis of race, color, or ethnic origin in the hiring of its certified or non-certified personnel.