



POSITION ANNOUNCEMENT:

# Principal

De La Salle North Catholic High School  
4300 NE Killingsworth St.  
Portland, OR 97218



DE LA SALLE  
NORTH CATHOLIC  
HIGH SCHOOL



De La Salle North Catholic High School's mission is to create educational access that advances equity in college and career opportunities, and our vision is to be a catalyst for change by empowering underserved youth in Portland.

Our goal is to develop tomorrow's community leaders by making high-quality, faith-based education accessible to motivated young people in a learning environment that values cultural, spiritual, and ethnic diversity.

## History

**Founded in 2000**, we are a private, Catholic, college-preparatory high school sponsored by the **De La Salle Christian Brothers**



**19** graduating classes with **1,042** graduates to date



Average class size is **21**; student to teacher ratio is **13:1**

## Student Achievement

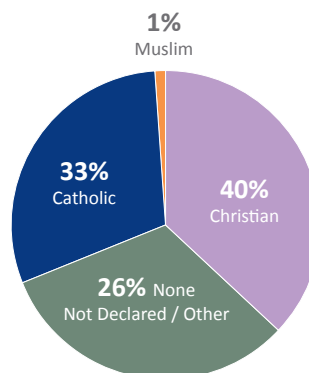
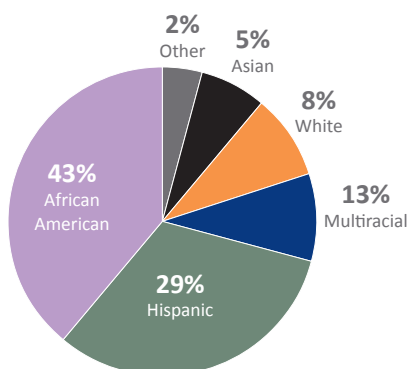


Although students enter De La Salle North Catholic on average 1.5 years behind in reading and math, over our 22-year history we have a **98% college acceptance rate**



De La Salle North Catholic alumni are **two times more likely to complete a bachelor's degree by age 24**, compared to the total U.S. low-income population

## Demographics







## Our Profile

De La Salle North Catholic is a faith-based learning community that empowers low-income students with limited educational opportunities through a strong Lasallian Catholic culture and rigorous college preparatory curriculum. The school's policies and operations are based on the value system of the Lasallian Five Core Principles (Presence of God; Respect for All Persons; Inclusive Community; Quality Education; Concern for the Poor and Social Justice) derived from the Christian gospel and the tradition of the De La Salle Christian Brothers ([www.delasalle.org](http://www.delasalle.org)).

As a member of the Cristo Rey Network ([www.cristoreynetwork.org](http://www.cristoreynetwork.org)), De La Salle North Catholic utilizes a Corporate Work Study program modeled after the program started at Cristo Rey High School in Chicago, which has now been replicated by 39 schools across the country. As part of the Corporate Work Study program, each student is employed five days a month by a local business or community agency, earning half the cost of their education, gaining valuable job experience, and growing in self-confidence. Students work in various corporate and business settings, including law firms, banks, hospitals, architectural companies, consumer brands, software companies, universities, and other businesses.

A full description of our mission, identity, and program offerings can be found at [www.delasallenorth.org](http://www.delasallenorth.org).





## Your Profile

You are a practicing Catholic with significant instructional leadership experience, passion, and expertise for leading an approximately 20-person faculty in teaching and learning. You demonstrate an extraordinary commitment to ensuring that the environment for learning is rich with motivation, rigorous cognitive demands, diverse and differentiated engagement tasks, assessment and feedback, interventions, and support.

You value both college-ready academic education and career-ready experiential learning rooted in a multicultural and multireligious community inspired by the Lasallian educational tradition. You see relationships of mutual respect and rapport as foundational to learning.

You fully embrace and prioritize De La Salle North Catholic's commitment to Diversity, Equity, Inclusion, and Belonging (DEIB) initiatives and will work to ensure that our school is a diverse, respectful, and inclusive community.

You value professional growth through collaboration with other educators at the school level and in partnership with others in our regional and national networks. You collaborate well in various collegial structures for professional and ministerial development.

Reporting directly to the President, you are ready to commit to a full-time, 12-month leadership position in which you are responsible for collaborating closely with the Strategic Leadership Team (President, Director of Mission, Corporate Work Study Director of Operations, and the Director of Development), Academic Administrative Team (Vice Principal for Academics, Vice Principal for Student Life, and Registrar), faculty peer leaders, and various other teams and individuals in advancing our college-preparatory academic program of excellence. You exhibit flexibility, adaptability, and a high degree of emotional intelligence to thrive in a dynamic environment of educational innovation.







# Core Responsibilities

## School Culture of Excellence in College-Ready Academics

In close partnership with academic leadership teams, the Principal is responsible for leading our collective efforts to advance a culture of academic excellence and continuous improvement in college-ready academics through:

- Prioritizing the development of initiatives that advance our school's strategic academic priorities
- Providing instructional leadership within a Lasallian Catholic framework to optimize educational success for all students in the school
- Collecting, analyzing, and responding to student achievement data in pursuit of collective clarity around areas of success and opportunity

## Faculty Culture of Excellence in Teaching and Learning

In partnership with academic leadership teams, the Principal is responsible for leading the continuous development of our instructional practice through:

- All faculty members have regular rounds of observation, reflection, and feedback on instructional practice
- Organization of faculty professional development systems towards best-in-class practices in curriculum planning, assessment design, instructional practice, and intervention strategies
- Professional evaluation of faculty and developing aligned professional growth plans and support systems
- Specialized support for early career teachers and those in transitional phases

## Student Achievement and Academic Intervention

In partnership with the academic leadership teams, the Principal is responsible for ensuring a robust system of student achievement and academic intervention by:

- Collecting, analyzing, and responding to student achievement data to pursue individual and group celebrations and intervention needs
- Organizing school-wide recognition of student achievement in various forms
- Leading the faculty in identifying and implementing academic interventions at various levels of need (all students, targeted groups of students, and individuals)



## Academic Programming

In partnership with academic leadership teams, the Principal is responsible for the operational management of the school's educational programming, including:

- Strategic development of the academic curricula in light of identified priorities
- Reviewing and approving annual course plans, syllabi, and final course assessments
- Annual revisions to the school's course catalog

## Academic Administration

In collaboration with the Registrar, the Principal is responsible for academic scheduling, including:

- The annual process of composing the master instructional schedule and student course selections
- Production and communication of class schedules, exam schedules, student evaluations, progress reports, student academic honors, and transcripts

Collaborating with others in the administration, the Principal is responsible for:

- Construction of the annual academic calendar
- Compliance reports for academic matters (e.g., accreditation, network, and district collaborations)
- Academic policies and procedures as noted in:
  - » Student and Family Handbook
  - » De La Salle North Catholic Employee Handbook
- Educational events (including student progress conferences, academic information sessions for parents and families, academic assemblies, and graduation ceremonies)
- College readiness testing (SAT, PSAT/NMSQT, PSAT8/9)
- Recruitment and retention of faculty and academic staff
- Other duties as assigned by the President in support of the school's mission

## Professional Presence and Leadership for Mission

In partnership with administration members, the Principal, is responsible for modeling a leadership style consistent with our school's mission, including:

- Daily general visibility on campus and accessibility to students, faculty, and parents
- Consistent and fair administration of school policies regarding academic regulations, student learning expectations, and associated behaviors (e.g., attendance, participation, submission of work, academic integrity and honesty, self-advocacy)
- Commitment to an annual professional development program concerning individual and institutional goals
- Collaboration as appropriate with colleagues throughout the Lasallian District, the Cristo Rey Network, and the Archdiocese of Portland
- Occasional administrative supervision of student events and activities (including evenings and weekends as needed)
- Other duties as assigned by the President in support of the school's mission



# Qualifications & Competencies

## Minimum Requirements

- Five years of demonstrated success in an administrative role in a secondary school environment
- Hold an MA in education, leadership or a related field, with an Administrative license preferred
- Demonstrated experience in working with students and families from under-resourced communities
- Be a knowledgeable and practicing Roman Catholic who sees your commitment to Catholic education as a ministry
- Fluency in Spanish preferred
- Demonstrated expertise in curriculum and instruction with recognition of the importance of teacher coaching and development

## Core Competencies

- Ability to build a shared vision and inspire commitment to a mission
- Ability to build relationships with a diverse faculty and staff as well as parent community
- Ability to plan in a manner that anticipates barriers and recognizes needs school-wide
- Strong collaboration with others and the willingness to solicit input prior to developing strategies and solutions
- Ability to motivate and influence others to achieve excellence in the workplace
- Openness to feedback
- Ability to think critically and reflectively, and to prioritize effectively
- Openness to growth and a commitment to continuous learning
- Strong written and oral communication skills
- Ability to develop and execute an effective academic program budget







# To Apply

**Commencement:** Assume responsibilities by July 1, 2024

**Salary/Benefits:** Competitive salary with full benefits

**Application:** Please submit the following materials as separate pdf documents to Ashleigh de Villiers, President, at [hr@dlsnc.org](mailto:hr@dlsnc.org):

- Cover letter expressing interest in this particular position
- Current resume
- A brief (one page) description of your educational philosophy
- A list of five professional references with the name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission)

**Search Timeline:**

- November 2023 – Position posted, call for applications
- November – January 15 – Application Window
- First and Second Round Interviews – January and February
- Selection – March

