HIRING
Head of School
Start Date: July 1, 2024

Please submit Cover Letter and Resume
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The mission of Notre Dame is to share the Catholic faith in an environment which fosters spiritual growth and academic excellence and embraces religious, academic, cultural, and economic diversity.

Notre Dame High School is a Catholic, coeducational college-preparatory high school located in Chattanooga, TN. Originally founded by the Dominican Sisters of St. Cecilia, Notre Dame is now operated by the Roman Catholic Diocese of Knoxville.
Founded in 1876 by a group of Dominican Sisters, Notre Dame High School in Chattanooga, Tennessee is currently seeking its next Head of School.

Notre Dame has a long and rich history of academic excellence & rigor offering a challenging workload while emphasizing the importance of placing personal needs second to engaging in the service of others, hard work, and contributing to the greater good.

Athletically, Notre Dame has a history of tradition and success. Programs are designed to provide an environment where each student is given the opportunity to become spiritually, intellectually, and physically stronger. Programs are also designed to affirm and promote Catholic values.

Most importantly, the Catholic faith is the focus of everyday student life and is woven throughout curriculum, athletics, and community.
The Diocese of Knoxville is seeking a new Head of School for Notre Dame High School located in Chattanooga, Tennessee. We are committed to providing a supportive learning environment for our students rooted in the love of Christ.

**Job Description**

The Head of School will serve and be responsible for the operational vitality of the school, including advancement, enrollment, marketing, finances, and future projects. This position will lead and articulate the school’s mission and vision, create and implement strategic plans, and build and nurture relationships on and off campus. The position bears the responsibility for fostering and being a proponent of Catholic identity.
Desired Qualities

- A faith-filled practicing Catholic who will embrace and promote the Catholic identity of the school while modeling those spiritual qualities in his/her daily practice.

- The ability to work collaboratively and maintain a positive, ongoing relationship with the Bishop, Superintendent, and leadership teams in the diocese, as well as within the school and school community.

- A fundamentally relational leader who will connect joyfully and genuinely with constituents of the school.

- Excellent communication and platform skills who can promote the value of Notre Dame High School.

- Team builder and mentor who will recognize the critical role of all faculty and staff and celebrate their achievements in fulfilling the mission of the school.

- We welcome candidates from a varied mission based arenas, including other Catholic and independent schools as well as higher education, non-profit, associations, and charities. Secondary education knowledge is desired by not required.