

Holy Family Classical School

Holy Family Classical School is a Catholic Classical PK -12 school that was founded by St. Katherine Drexel 120 years ago.

Holy Family Classical School is seeking an enthusiastic, qualified, and dedicated Head of School with a pioneering spirit, a strong command of classical pedagogy, and an unwavering commitment to the Catholic Faith and Catholic Culture and virtuous leadership.

The Head of School of Holy Family Classical School is a ministerial position within the Cathedral Community of the Roman Catholic Diocese of Tulsa and Eastern Oklahoma.

Essential Duties

- Facilitate the shaping and fulfillment of the school's classical education mission.
- Direct the continuing development of school curriculum and ensure its effective implementation.
- Oversee professional development and complete performance evaluations for faculty.
- Manage the Institutional Assessment Plan and ensure the continued accreditation of the school.
- Supervise operational and instructional staff.
- Develop extra-curricular programs that meet students' needs.
- Act as the primary ambassador for the school to the parish, diocesan, and surrounding communities at large.
- Foster productive relationships with parents of students that recognizes the essential role they play in the school community.
- Make regular reports on the state of the school to the school Advisory Council as well as the Superintendent of Catholic Schools for the Diocese of Tulsa.
- Ensure compliance with all state and diocesan regulations.
- Provide general management of the school and its finances.
- Oversee maintenance of the school campus.
- Assist in fundraising efforts.

Qualifications

- A devout and joyful Catholic faith that animates the applicant's spiritual, professional and personal lives.
- A classical philosophy of education that is ordered towards the good of the individual student and community at large.

- A minimum of 3-5 years of experience as a teacher in a classical school who embraces the “poetic mode” of teaching and has 3-5 years of experience in an administrative role in a classical school.
- A passionate commitment to classical education that embraces the good, the true, and the beautiful, and a love of these things for their own sake because we are seeking joy in truth which leads to authentic happiness.
- A knowledge of classical curriculum and pedagogy that also provides leisure for faculty and students to develop a sense of wonder and joy while engaging in their daily work.
- Experience leading/mentoring educators as the head of a community of life-long learners and offering opportunities to faculty for relevant professional development.
- A willingness to acknowledge and collaborate with parents, as the primary educators, to grow as adult learners.
- A Head of School who can communicate effectively with students, faculty, staff and parents and work collaboratively with the Rector of Holy Family Cathedral and Superintendent of Catholic Schools.
- A Master’s degree in one or more of the liberal arts.
- A minimum of five years of teaching experience at the K-12 level.

Preferred Qualifications:

- Experience with Montessori education and a philosophy of education that synthesizes the Montessori approach with classical education.
- A doctorate in one of the liberal arts.

Salary and benefits are competitive for the qualified candidate.

Contact Information

Interested applicants should submit a cover letter articulating qualifications along with a resume and three professional references to David Dean, Superintendent of Catholic Schools for the Diocese of Tulsa and Eastern Oklahoma at catholicschools.office@dioceseoftulsa.org or contact the Catholic Schools Office at 918.307.4954.