



Head of School

SEARCH PROSPECTUS



Marian Catholic High School

TAMAQUA, PA

www.mariancatholicshs.org

START DATE – JULY 2021



*An Exceptional
Education Rooted
in Faith, Family,
and Tradition*



About Marian Catholic High School

Located on 40-acres in a country setting just south of Hazleton, PA, Marian Catholic is a coeducational 9 – 12 college preparatory school community known for its faith, family, and tradition. Formed in 1954 from the consolidation of three Catholic high schools in Carbon and Schuylkill counties, its Rush Township campus has been known as Colt Country since 1964. The school currently draws from a 30-plus mile radius, serves nearly 250 young men and women, and is supported by four partner schools, all while extending a warm welcome to students of all faiths. The gathering of students, faculty, staff, parents, and alumni from this broad geographical area and varied cultural and religious backgrounds helps to generate the unique spirit of the Marian Family.

Steeped in traditions and storied legacies, the Marian Catholic High School family is filled with passionate and dedicated stakeholders. They give freely of their time, talent, and treasure in support of its mission. The school is blessed with over 6,100 alumni, many with capacity to play a more active philanthropic role in support of the school. Over the past two years, more than \$2,000,000.00 has been invested in campus facilities, including state-of-the-art chemistry, physics, engineering, biology, virtual & robotic labs, and a STEM learning center with maker space.

Under the auspices of the Diocese of Allentown, Marian Catholic operates with a 14-member Board of Directors operating under limited jurisdiction. Committees include finance, advancement, enrollment, and facilities.

Mission

Since the founding of Marian Catholic High School, its mission has been, and continues to be the development of students spiritually, morally, academically, and socially by integrating the teachings of Jesus Christ with a value-centered curriculum. In a safe family atmosphere, the faculty and administration, challenge students not only to reach their highest academic potential, but also to adopt a disciplined work ethic necessary to become contributing self-sufficient citizens who give witness to the Catholic Faith.

Beliefs

At Marian Catholic High School, we believe that:

- The Catholic faith provides students with the foundation for life.
- Education involves the whole person – spiritually, academically, morally, socially, and physically.
- Students require a variety of learning experiences to meet their individual needs.
- Christ-centered values are an integral part of every aspect of the Marian community.
- Students, faculty, and staff strive to be positive role models of Christianity.
- Students are entitled to a stable, safe, and nurturing environment in which to develop, grow, and foster mutual respect.
- A disciplined and value-based work ethic is necessary for success in life.
- Our school provides students with the education needed to meet the demands necessary for a 21st-century learner.



FAST FACTS



3,000

Annual Service Hours
Dedicated to School and Local
Communities



95%

Graduates Who Continue
Their Education



\$8.5M

Financial Awards Offered
to the Class of 2020

FAST FACTS



56%

Honors Graduates In the
Class of 2020



\$2+M

Campus Improvements
in Recent Years



\$350K

Financial Aid
Awarded Annually



Student Life and Activities

Marian Catholic High School offers a variety of courses designed to challenge students to develop spiritually, morally, academically, and physically while integrating the teachings of Christ. The requirements for graduation are mandated by the Commonwealth of Pennsylvania, the Diocese of Allentown, and Marian Catholic High School. The school is accredited by the Middle State Association of Colleges and Secondary Schools. It offers different levels of difficulty in the curriculum, including Dual Enrollment, Advanced Placement, Honors, College Prep, and Basics courses. Placement in these course levels are determined by national testing, placement tests, previous school records, and teacher recommendations. With the recent multi-million-dollar investment in its academic programs, Marian students continue to be well-prepared for the demands of a 21st-century workforce.

In the fall of 2020, Marian Catholic High School proudly established the new Marian Catholic Performing Arts Program and Performing Arts Association. The association will focus on supporting the needs of the Performing Arts Program. All grade levels will now be able to pursue their passion in the performing arts. Also, current high school students will connect with elementary and junior high partner school students to develop an early interest in the Performing Arts at Marian Catholic. Currently, Marian students can participate in Band Front, Concert Band, Marching Band, Rock Music Ministry, Chorus, Yearbook, and Senior Play.

Outside the classroom, students may participate in 15 organizations after the academic day concludes so that they may continue to grow to their full potential. Additionally, the school offers a multitude of activities divided into 16 “Blue Activities” and 17 “Gold Activities” for students. On the courts and fields, Marian Catholic offers eight interscholastic sports for men (Colts) and eight for women (Fillies) — each extremely competitive and perennial powers at the league, district, and state levels.

Spirituality and Community Service

Mass is celebrated by the school community every Wednesday morning and all Holy Days of Obligation when school is in session. Periodically, communal Penance Services are scheduled for the entire student body with visiting clergy available for confessions. Students can also approach the campus-based Chaplain for the Sacrament of Penance or spiritual counseling when needed.

First Fridays are set aside for the Exposition of the Blessed Sacrament in the school chapel. Students, faculty, and staff are encouraged to visit during the change of class or lunch periods. Teachers are invited to bring their classes to the chapel for Reposition, and Theology classes meet in the chapel for reflection.

Marian Catholic recognizes the need to take extra time for God. In accordance with diocesan mandates, all students are required to attend and participate in retreat days.

Community service hours are integral to the mission of Marian Catholic High School. Students may serve their parish or Church, their community, or through the Marian Cares Project (MCP). MCP is modeled on the legacy of educational service given to Marian Catholic by the Sisters, Servants of the Immaculate Heart of Mary. These MCP specific projects are performed in conjunction with homeless and poverty outreach programs throughout the local community.

The Position

The Office of the Head of School has as its primary purpose to provide overall leadership to achieve the fullest attainment of Marian Catholic High School's critical mission. The Head of School is appointed and is delegated authority by the Bishop of the Diocese Allentown, reports to the Board of Directors and Chancellor of Education, and acts as the chief executive, operating, and advancement officer for the school. The Head of School is responsible for the integration of faith and culture within the school, successful academic programs, and robust student affairs programs. He/she coordinates and manages the program of supervision, observation, and evaluation of the faculty, instructional programs, and the guidance and counseling program.

Additionally, the Head of School bears ultimate responsibility for the external affairs of the school to include ensuring sufficient resources, sound fiscal management, long-term financial stability, and plant improvements through direct oversight of business affairs, plant operations, and advancement programs. The Head of School ensures the successful day-to-day operation of the school as accomplished through effective delegation of responsibilities to the administrators, faculty, coaches, and staff.

The candidates we seek will understand their role in fostering Catholic school culture and have experience leading academically rigorous curriculums and co-curricular activities. Additionally, the successful candidate will have demonstrated capacity and comfort in addressing the challenges facing most Catholic schools, specifically in mission-critical areas related to business, finance, enrollment management, and advancement initiatives.



FAST FACTS



\$2.2M

Annual
Operating Budget



37

Faculty and Staff



10:1

Student-Teacher
Ratio

FAST FACTS



20

Average Class Size



38

Honors Courses



6,100+

Alumni Around
the Globe



Opportunities and Challenges

It's an exciting time for Marian Catholic High School and the Diocese of Allentown. With the launch of the 2020-21 school year, the school will transition from the Principal to Head of School leadership model under the guidance of Fr. Allen Hoffa. Since his arrival on campus this past July, school advancement initiatives are already positively impacting the school community. As the school year continues, Fr. Hoffa will continue to cultivate a strong, positive, Catholic school culture, apply executive management skills to direct school operations, and market the school for image, enrollment, and philanthropic support. As Pastor of one of the regions larger parishes, Fr. Hoffa's energy, excitement, and leadership skills made him the ideal solution to the school's interim Head of School needs at this critical time.

Marian Catholic High School faces similar challenges seen in Catholic schools and systems across the country. These challenges include intense competition from local public schools (including charter schools); keeping tuition affordable, especially for middle-class families; attracting and retaining outstanding faculty and staff through competitive compensation; partnering with local parishes facing their own financial challenges; balancing a strong academic tradition with the demand for innovative curricula and instructional practices; and the need to expand and enhance advancement efforts to meet the growing financial needs.

The next Head of School at Marian Catholic will be joining a resilient school that has demonstrated success on many fronts. Supported by a Board of Directors, the Head of School will partner with dedicated and passionate administrative, faculty, and staff teams in accomplishing its Catholic educational mission. Immediately upon his/her arrival, the next Head of School will work with the Board of Directors, constituents, and stakeholders in crafting a five-year strategic plan that will serve as the community's roadmap to future successes.

Expected Qualities and Characteristics

- Practicing Catholic in communion with the Church, who is a faith-filled and Christ-centered servant leader that embraces, models, and champions the mission of a Marian Catholic education.
- Minimum of five years teaching and five years administration experience, preferably in a Catholic college preparatory environment. Advanced degree in an education-related field expected.
- Holds a current Commonwealth of PA Principal K-12 certification, or can secure such certification within the first year of employment.
- Ability to lead an extensive, innovative, and academically rigorous curriculum that ensures success for all students, based on high standards of excellence.
- Decisive executive management skills exemplified by a record of making difficult decisions in an environment with competing demands and limited resources.
- Exceptional communication, interpersonal, and public-speaking skills while serving as the highly visible public face of the school in building constructive relationships with partner schools, local communities, and other stakeholders that inspire crucial support in the school's marketing, enrollment management, and philanthropic initiatives.
- Proven capacity in leading mission-critical functions of institutional growth and development, high-level fundraising and philanthropic efforts, and budget and financial management.
- Accessible and approachable leadership style with a reputation for being extremely visible and interactive on campus and at school events.
- Ability to build immediate rapport and trust with students, parents, faculty, staff, and alumni.
- Proven experience bringing together diverse stakeholders using collaboration and consensus-building skills, as well as a history of working with boards, faculty, staff, students, alumni, and the broader community.
- Inspirational, humble, and authentic mentor who instills leadership in others
- Well-versed in creating the conditions for market leadership in a competitive college preparatory environment demonstrated by proven capacity in leading mission-critical functions of institutional growth and development, including developing and implementing multi-year strategic plans.
- Skilled at identifying, attracting, developing, and retaining high-quality educators with a commitment and passion for delivering an authentically Catholic educational experience.
- Fair, fun, and compassionate executive who embraces collaboration while leading with missionary zeal.



Select Colleges and Universities Attended by Recent Graduates

Alvernia University
Boston College
Boston University
Colgate University
DeSales University
Drexel University
Duquesne University
Florida Atlantic University
Furman University
John Hopkins University
Lafayette College
LaSalle University
Lehigh University
Massachusetts Institute of Technology
Pennsylvania State University
University of Notre Dame
University of Pittsburgh
University of Scranton
Villanova University



Application Procedure

- To apply, please submit the following four documents, confidentially, and as separate PDF attachments.
 - ✓ Cover letter that aligns your experiences and skillsets with the current needs of the school as you understand them.
 - ✓ Statement of Catholic educational leadership philosophy.
 - ✓ Current resume with all appropriate dates included.
 - ✓ List of five references to include names, relationships, phone numbers, and email addresses. No references will be contacted without your knowledge and approval.

Please include Marian Catholic High School in the subject field.



Assemble the above in one email to:

Michael Furey '83, Partner

mikefurey@partnersinmission.com

Partners in Mission School Leadership Search Solutions, LLC

124 Sycamore Drive Westwood, MA 02090

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Partners in Mission School Leadership Search Solutions

Partners in Mission School Leadership Search Solutions is the retained search division of Partners in Mission, the nation's leading full-service consulting firm focused exclusively on developing excellence in Catholic school advancement and leadership. As partners among ourselves and with our clients' missions, we value, understand, and embrace the importance of Catholic education in our personal and professional lives — and remain committed to ensuring its strength and vitality for years to come. Engaged by religious and school communities, boards and dioceses, our team of dedicated search consultants have identified and secured mission-driven professionals to serve in a myriad of diverse Catholic school and diocesan leadership positions from Maine to Hawaii.

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