



Catholic Diocese
OF Richmond

Superintendent of Catholic Schools

SEARCH PROSPECTUS



DIOCESE OF RICHMOND

RICHMOND, VA

richmonddiocese.org

START DATE – JULY 2024

Partners in Mission School Leadership Search Solutions, LLC



THE DIOCESE AT A GLANCE

The Catholic Diocese of Richmond, established by Pope Pius VII on July 11, 1820, is among the oldest Catholic dioceses in the nation. Carved from America's first diocese, Baltimore, the Diocese of Richmond originally encompassed the entire state of Virginia, including what is now West Virginia. In the two centuries that have passed, the geographical boundaries and cultural makeup of the Dioceses have changed.

In 1973, Pope Paul VI established the current borders of the Diocese of Richmond, which now encompasses all the southern part of Virginia. Its present territory covers three-fifths of the state, encompassing 36,000 square miles with over 140 parishes and 23 diocesan schools. A Catholic population of over 220,000 are served by 202 priests, including about 40 retired priests, some of whom are still active in priestly ministry. There are also 40 religious order priests. The Most Reverend Barry Knestout is the 13th bishop of the Diocese of Richmond and was installed in January 2018.

FAST FACTS



9,470

Students in 23
Diocesan Schools



14

Diocesan Parish Schools



9

Diocesan Regional Schools

THE OFFICE OF CATHOLIC SCHOOLS IN THE DIOCESE OF RICHMOND

The Office of Catholic Schools in the Catholic Diocese of Richmond serves more than 9,500 students. There are 14 parish schools and 9 regional schools, including 2 diocesan high schools and 2 diocesan schools that serve students from PreK through Grade 12.

Students in the Catholic schools of the Diocese of Richmond come from diverse socioeconomic and religious backgrounds to learn, serve, lead, and succeed. Nearly 30% of families practice other faiths and approximately 15% of students are connected to military personnel. An impressive 16 schools within the Diocese of Richmond have been recognized by the U. S. Department of Education as Blue Ribbon Schools of Excellence. Notably, the Virginia Purple Star Designation has been awarded to 11 schools in the Diocese of Richmond for their major commitment to students and families connected to our nation's military.

The mission of the Diocesan Schools is to develop and nurture the spiritual, intellectual, social, and emotional growth of each student in the spirit of the Gospel and teachings of the Catholic Church.

The Catholic Schools in the Diocese of Richmond:

- Proclaim to be formative communities of prayer, worship, justice, and peace.
- Are integral to the mission of the church and the responsibility of the entire Church.
- Are positioned as the heart of the Church's life, and as such share in the responsibility of being church in the world.
- Nurture personal growth, scholarship, life-long learning, service, and responsible stewardship.

The Office of Catholic Schools fosters excellence in catechetical and academic education to be integral to the mission of the church, where prayer and worship, justice and peace, reconciliation, and evangelization become lived experiences. Rooted in the richness of the Catholic tradition, and addressing the challenge of the present, diocesan schools enthusiastically create a future based on the person and teaching of Jesus Christ.

THE POSITION

The Superintendent of Catholic Schools in the Diocese of Richmond will continually pursue excellence through a passionate commitment to Catholic Education. As the strategic leader and chief administrator of the Office of Catholic Schools in the Diocese of Richmond, the Superintendent oversees the vision and planning for Catholic schools and is responsible for the performance and operations of this office and its interactions with the head

administrator of every Catholic school in the Diocese, the pastors, and members of the Bishop's cabinet. As an effective and dynamic communicator, the Superintendent of Catholic Schools will ensure that the mission and strategic focus of every school is well defined and aligned with the vision of the Bishop of the Diocese of Richmond.

By means of the Office of Catholic Schools, the Superintendent of Catholic Schools assists the Bishop in his mandate as Teacher of the Catholic faith by establishing a climate and framework in the schools of the diocese in adherence to the Magisterium of the Church. He/ she must model an ability to understand, support, and articulate the philosophy of Catholic education in the broadest sense. The Superintendent of Catholic schools will work extensively in developing positive and productive relationships with pastors of parishes and the administrative leadership of diocesan Catholic Schools. He/ she will also work with a broad range of constituents, including the Diocesan School Advisory Board, local school advisory boards, boards of limited jurisdiction, families, and key donors to build support focused on continuous improvement.

The Superintendent of Catholic Schools serves as the executive leader of Catholic education and must: articulate and execute a vision that clearly defines direction and accountability; build strong relationships that further constituent potential; maintain executive presence; engage in fiscal stewardship; and provide expertise in operations and strategic planning. The Superintendent will be an advocate in all domains of school advancement, and with the support of the Executive Director of Development, will support critical diocesan fundraising initiatives.

The Superintendent of Catholic Schools serves on the Bishop's Cabinet and reports to the Vicar General.



FAST FACTS



16

Blue Ribbon Schools of
Excellence



1,500

Faculty & Staff



OPPORTUNITIES AND CHALLENGES

From the beaches to the mountains, the geographic area of the Diocese of Richmond is vast. On the east, borders stretch from the Chesapeake Bay and the Atlantic Ocean west to West Virginia and Kentucky; to the south, the diocese borders Tennessee and North Carolina, and extends north to the counties of Northern Virginia that comprise the Catholic Diocese of Arlington. Across these multiple geographic areas, schools serve communities with unique characteristics and a range of needs. Among the diocesan schools, nearly 30% of families practice other faiths.

The Diocese of Richmond has a wide scope of ethnic and racial identities and backgrounds. The population served comes from places all over the country and the entire globe. The Segura Educational Initiative for Children is supported by the Office of Catholic Schools and seeks to provide access to quality Catholic school education for all Latino children in the Diocese of Richmond. Each diocesan school has a designated Hispanic Representative to guide Spanish-speaking families through enrollment and the financial aid process. They also provide translation and communication support for families. The Superintendent of Catholic Schools oversees planning and staff of the Segura Initiative and its marketing and admissions.

Through their International Student Program, schools in the Diocese of Richmond offer a cross-cultural experience for all students who wish to develop their academic and spiritual growth. The Catholic Schools Office assists in the administration and support of the international student program.

FAST FACTS



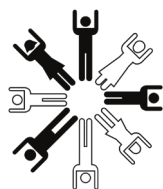
11

Schools awarded Virginia
Purple Star Designation



68%

Catholic



25%

Diversity

Due to the large number of military bases in the diocese, the Catholic schools of the Diocese of Richmond are committed to supporting students and families that are military personnel. In service to our country, many military families experience frequent relocation or deployed parents. Every military transfer is unique and schools within the Diocese of Richmond work with families to assist along the way and make the educational experience a welcoming encounter for children of military families.

The Catholic Diocese of Richmond and its schools are committed to offering an excellent Catholic education that is accessible for families. The Learn to Lead Campaign has a current goal to raise \$30 million to prepare student leaders over the next decade. Crucial initiatives within the Learn to Lead Campaign fund local priorities at the 23 diocesan schools, enhance financial aid, support economically disadvantaged schools, develop and retain outstanding teachers and promote Catholic education to a new generation. Schools also receive funding from the McMahon Parater Scholarship Foundation, Virginia's Education Improvement Scholarship Tax Credit (EISTC) Program and Parish Sharing to provide financial support to families. The Superintendent of Catholic Schools also works with the Executive Director of Development to support these and other scholarship efforts, including the Segura Initiative.

The Diocese of Richmond is accredited by the Middle States Association Commissions on Elementary and Secondary Schools. The Superintendent of Catholic Schools will lead the diocese with a new strategic Continuous Improvement Plan to establish and reach goals related to school improvement, promote staff development, and advance student achievement into the next accreditation cycle.



The Superintendent of Catholic Schools collaborates with various diocesan directors and office staff to produce annual goals and objectives and provide support to schools across the diocese. This includes supporting diocesan schools in identifying, attracting, developing, and retaining high-quality and mission-driven professionals with a commitment and passion for delivering a transformational Catholic educational experience.

PRIMARY DUTIES AND RESPONSIBILITIES

- Oversee the Office of Catholic Schools and plan for long-term strategic management.
- Articulate and promote the Diocesan Mission and Vision Statement for Catholic Schools.
- Ensure that all diocesan and Catholic private schools are authentic in their Catholic mission, identity, and expression of Catholic faith including diocesan policies and norms.
- Supervise and evaluate the Office of Catholic Schools staff.
- Prepare and oversee the budget for the Office of Catholic Schools.
- Oversee the functions related to diocesan school marketing and admissions efforts, school facilities upgrades, school funding, and other non-academic areas.
- Serve on the Virginia Catholic Conference (VCC) Policy Committee regarding legislative issues and affairs.



FAST FACTS



14%

Students Connected to
Military Personnel



99%

College Acceptance Rate



\$4.5M

Scholarships & financial
aid awarded to families
through Virginia's Education
Improvement Scholarship Tax
Credit program



- With the Bishop and Office of Finance, assists with the distribution of parish assessments and scholarships.
- Oversee the implementation and updating of strategic planning.
- Work with Office of Catholic Schools staff to monitor and support schools and facilitate informed decision-making regarding the operational vitality of diocesan schools.
- Convene the Diocesan School Advisory Board and committees and represent the Office of Catholic Schools on the Diocesan School Advisory Board.

QUALITIES AND CHARACTERISTICS

The Diocese of Richmond seeks candidates who are mission-driven leaders with a demonstrated capacity to think strategically while inspiring and motivating teachers, students, parents, and stakeholders to advance the vision of excellence of the Catholic schools based on its mission.

The Superintendent of Catholic Schools is also expected to exhibit many of the following qualifications:

- Lives a life fully in communion with the Catholic Church and is passionate about evangelization and spread of the Gospel.
- Advanced degree in an education or business-related field with a full understanding of the challenges and opportunities facing Catholic education.
- Executive leadership skills and career experience that complements the diocesan tradition of strong spiritual formation, academic excellence, and focus on service to the community.

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- Proven business and financial acumen with capacity in mission-critical functions of budget and financial management, institutional growth and development, strategic planning, and high-level fundraising and philanthropic efforts.
 - Executive presence which inspires confidence, passion, and persistence among all stakeholders while being visible and interactive across the diocese.
 - Accomplished visionary able to lead the Office of Catholic Schools and work with Catholic school leaders across the diocese to ensure success for all students, based on standards of excellence.
 - Exceptional communication skills with experience building constructive relationships with all stakeholders including pastors, parishes, and offices and ministries of the Diocese.
 - Entrepreneurial mindset that finds new, creative, and effective ways to help school leaders develop solutions to challenges they face every day.
 - Accessible and approachable leadership style, with the capacity to relate to all internal and external constituents while aligning strategy to meet current needs and forecast future ones.
 - Inspirational, humble, and authentic mentor who fosters leadership in others and works effectively with individuals from diverse communities and cultures.
 - Must be able to establish immediate rapport and trust with all diocesan, school, parish, and philanthropic constituencies.
 - Fair and compassionate executive who embraces collaboration while leading with a joyful spirit, enthusiasm, and zeal.





ABOUT THE AREA

Richmond, the capital city of the Commonwealth of Virginia, is among America's oldest major cities. Incorporated in 1742, Richmond is known for its rich history, charming atmosphere, pleasant climate, peaceful parks, and thriving culture. It has a rich cultural heritage and wide range of attractions including iconic historic sites and museums. Numerous museums reflect Virginia's heritage as well as the modern age including the Virginia Museum of Fine Arts, the Science Museum of Virginia, and the American Civil War Museum.

The historic Richmond region offers abundant activities including outdoor recreation, theme parks, and even NASCAR. Its scenic landscape includes thousands of acres of parks and recreational facilities. The James and Appomattox Rivers provide opportunities for water sports with over 10,700 acres of park land running along both sides of the James River. The region is home to fourteen public and eighteen private golf courses.

Performing arts and entertainment include the Richmond Symphony, the Virginia Opera Association, the Richmond Ballet, and the Concert Ballet of Virginia. The region also hosts touring musicals and other guest performances.

Today the city is known for a diverse set of industry clusters including financial, medical, biotechnology, knowledge-based services, manufacturing, and transportation. The distance between Richmond and Washington, DC is approximately 100 miles.

APPLICATION PROCEDURE

To apply, please submit the following four documents, confidentially, and as separate PDF attachments.

- Cover letter that aligns your experiences and skill sets with the current needs of the Diocese of Richmond as you understand them.
- Statement of Catholic educational philosophy.
- Current resume with all appropriate dates included.
- List of five references with names, phone numbers and email addresses. No references will be contacted without your knowledge and approval.
- Please include the Diocese of Richmond in the subject field.



Assemble all of the application materials in one email to:

Aimee Viana, Partner
 aviana@partnersinmission.com
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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 Massachusetts to Hawaii.

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