

# CATHEDRAL HIGH SCHOOL · INDIANAPOLIS, INDIANA

## President

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### *Position Description & Ideal Candidate Profile*

Presidential Search · 2026

#### **AN INVITATION TO DISCERNMENT**

*Cathedral High School invites prayerful discernment from leaders called to serve as its next President. Rooted in the Congregation of Holy Cross and in the Catholic intellectual and spiritual tradition, this is a search not merely to fill a role, but to select the leader who will carry Cathedral's mission boldly into its next era.*

### **ABOUT CATHEDRAL HIGH SCHOOL**

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Founded in 1918 and educating in the Holy Cross tradition, Cathedral High School is one of Indianapolis' most distinguished Catholic, college-preparatory institutions. Cathedral forms students in mind, body, and spirit challenging them academically, nurturing their faith, and preparing them to lead lives of competence, conscience, and compassion. The school is governed by a Board of Directors and sustained by a deeply committed community of families, alumni, faculty, staff, and benefactors.

### **THE OPPORTUNITY**

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The President is the chief executive officer of Cathedral High School. Reporting to the Board of Directors, the President holds ultimate responsibility for the mission, vision, financial health, advancement, external relationships, and long-term strategic direction of the school. The President, as the public face and principal ambassador of Cathedral, the leader who tells the school's story, secures the resources that make its mission possible, and stewards its Catholic identity for the next generation.

This is fundamentally an executive leadership role. The successful candidate will need the ability to lead a complex, mission-driven organization, to raise significant philanthropic support, to build and inspire a senior team, and to cultivate relationships across the philanthropic, civic, business, and ecclesial communities of Central Indiana and the broader Midwest.

### **KEY RESPONSIBILITIES**

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#### **Catholic Identity & Holy Cross Mission**

- Serves as the visible steward and role model of Cathedral's Catholic faith and Holy Cross charism, ensuring the mission permeates every dimension of school life.
- Leads the community in living the Holy Cross commitment to educating both the mind and the heart, forming students of competence, conscience, and compassion.
- Embodies the school's Catholic identity authentically and invitationally in partnership with the Archdiocese and the Congregation of Holy Cross.

### **Advancement & Fundraising**

- Serves as Cathedral's chief fundraiser and lead philanthropic solicitor, personally cultivating, soliciting, and stewarding major and transformational gifts.
- Provides vision and leadership for the annual fund, endowment growth, planned giving, and capital campaigns that secure the school's long-term financial sustainability.
- Builds and deepens a culture of philanthropy among alumni, families, foundations, and benefactors across Central Indiana and the Midwest.

### **Financial Stewardship & Operations**

- Acts as the financial steward of Cathedral, working with the Board's Finance Committee and senior staff to develop and oversee a sound, transparent annual operating budget.
- Ensures strong financial controls, accountability, and transparency reinforcing institutional trust and responsible use of the community's resources.
- Provides executive oversight of operations, facilities, and the school's long-term financial model and reserves.

### **Strategic Leadership & Vision**

- Leads the development and execution of a multi-year strategic plan that advances Cathedral's mission, distinctiveness, and competitive position.
- Anticipates and responds to a changing landscape for Catholic and independent schools' enrollment, affordability, demographics, and competition with vision and decisiveness.
- Champions the qualities that differentiate Cathedral and clearly articulates its value to current and prospective families.

### **External Relations & Community Engagement**

- Serves as the principal spokesperson and public face of Cathedral with families, alumni, donors, civic and business leaders, the Archdiocese, and the broader community.
- Cultivates and sustains strong personal relationships with leaders across the Central Indiana civic, philanthropic, academic, and faith communities.
- Represents Cathedral within the Holy Cross network and among peer Catholic institutions throughout the Midwest.

### **Governance & Board Partnership**

- Partners closely with the Board of Directors, keeping members fully and accurately informed on matters requiring discussion and action.
- Supports effective board governance, recruitment, and development in keeping with sound nonprofit practice.
- Brings recommendations forward with candor and clarity, leading collaboratively while making decisions decisively.

### **Enrollment, Marketing & Brand**

- Provides executive leadership for enrollment management and a compelling, mission-aligned marketing and brand strategy.
- Champions Cathedral's distinctive identity to grow and sustain mission-appropriate enrollment.

### **Executive Team Leadership**

- Selects, organizes, develops, and inspires a high-performing senior leadership team.
- Maintains a close, trusting working relationship with the Principal and senior leaders, delegating operational responsibility appropriately and holding the team accountable for creating a culture of accountability and excellence.
- Models the leadership qualities, self-awareness, and accountability expected of the entire organization.

## QUALIFICATIONS & EXPERIENCE

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### Required

- A practicing Catholic in good standing, committed to Catholic education in the Holy Cross tradition.
- Demonstrated executive leadership of a complex, mission-driven organization.
- A proven track record of successful fundraising and major-gift development.
- Strong financial and operational acumen, including budget oversight and stewardship of resources.
- Demonstrated strategic planning and organizational leadership experience.
- Established relationships, or the clear ability to build them quickly, within Central Indiana and the Midwest.
- A bachelor's degree required; an advanced degree (e.g., M.A., M.B.A., or equivalent) strongly preferred.

### Preferred

- Familiarity with the Holy Cross network and the Indianapolis civic, philanthropic, and faith communities.
- Experience partnering with a nonprofit or school Board of Directors and supporting sound governance.
- Experience leading organizational growth, transformation, or change management.
- Capital campaign leadership experience.

## PERSONAL CHARACTERISTICS & VALUES

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Above all, the next President will be a person of integrity, faith, and authentic mission commitment. Community input pointed consistently to the following qualities:

- **Integrity & faith** — the highest ethical standards, steeped in moral purpose, clarity, and conviction.
- **Relational warmth** — approachable, respectful of every member of the community, and a genuine builder of trust.
- **Charismatic & collaborative** — a consensus-builder who inspires confidence and brings people together.
- **Visionary yet decisive** — considerate of diverse perspectives, yet clear and decisive in execution.
- **Accountable** — fully accountable for his or her own actions and those of the leadership team.
- **Mission-driven presence** — a leader whose Catholic faith is lived authentically and invitationally, never imposed.

## THE SEARCH PROCESS

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Cathedral's Presidential Search Committee, acting on behalf of the Board of Directors, is conducting a thoughtful, regionally focused, and prayerful process of discernment. The committee welcomes both internal and external candidates and will evaluate each candidate against this profile. Expressions of interest, applications, and nominations are treated with discretion.

## HOW TO APPLY

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Interested candidates are invited to submit the following materials for the committee's review:

- A letter of interest describing the candidate's qualifications and vision for advancing Cathedral's Catholic, Holy Cross mission;
- A current resume or curriculum vitae;
- A list of professional references (name, relationship, and contact information); and
- Links to any relevant professional or social media profiles (e.g., LinkedIn, and other public professional presence).

### SUBMISSION

*To apply for the President position, please visit [gocathedral.com/careers](http://gocathedral.com/careers) to submit an application. Nominations of prospective candidates are also welcome. All inquiries and materials are treated with discretion. Cathedral High School is an equal opportunity employer and welcomes candidates who will advance its Catholic, Holy Cross mission.*

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