

Principal

Job Description:

St. Mary's Catholic School, serving 120 students from the local area and two Catholic parishes, offers a nurturing, family-oriented environment grounded in Catholic identity. With a strong commitment to academic excellence, faith development, and community, we work in partnership with families, the Church, and the Diocese of Belleville to nurture the intellectual, spiritual, and emotional growth of our students.

We are seeking a dynamic, faith-driven Principal to lead our Pre-School through 8th grade school community. This full-time position requires a visionary leader who is passionate about Catholic education and dedicated to the academic, moral, and spiritual formation of our students. The ideal candidate will embody the mission of the school and inspire a commitment to excellence in both educational and faith-based endeavors.

Responsibilities:

- Ensure a safe, supportive environment that promotes students' spiritual, emotional, and physical development.
- Foster a school culture grounded in virtue, self-mastery, accountability, and academic integrity.
- Lead faculty, staff, and families in alignment with the mission and teachings of the Catholic Church.
- Promote Catholic identity through prayer, liturgy, and service opportunities.
- Serve as a visible faith role model, witnessing the Gospel values in words and actions.
- Oversee curriculum development and ensure alignment with diocesan standards and academic goals.
- Supervise, evaluate, and support the professional and spiritual growth of faculty and staff.
- Manage daily operations, including budgeting, scheduling, and policy implementation.
- Ensure compliance with diocesan, state, and accreditation requirements.
- Build and maintain strong partnerships with parents, parishes, and community organizations.
- Communicate effectively with all stakeholders to support and advance the school's mission.

Qualifications:

- Master's degree in education with a valid Illinois Professional Educator License and General Administrative Endorsement (or willingness to get the endorsement in a designated timeframe).
- Minimum of three years of successful classroom teaching experience.
- Proven leadership experience with strengths in curriculum development, staff supervision, and financial management.
- Practicing Catholic who embraces and upholds the teachings and disciplines of the Catholic Church.

Compensation and Benefits:

- Starting Salary Range: \$65,000-\$80,000 (Final salary based on experience, skills, and education).
- Comprehensive Benefits Package: Medical, Vision, Dental, and Life Insurance, 403B Retirement Plan, Paid Vacation Days, Paid Sick Days.

To Apply:

To apply for this position please email or mail your cover letter, resume, and three professional references to the Associate Director of Education, Sarah Lanham. Applications will be accepted until the position is filled. Contact information is below if you have more questions. Thank you.

618-277-8181



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