



Date Posted: May 5, 2019

Title of Position: Director of Academics

Type of Employment: Full-time Starting July 1, 2019

Salary: Commensurate upon experience/education

Employer Name: Buffalo Academy of the Sacred Heart

Employer Contact Name and Title: Head of School

Employer Address: 3860 Main St. Buffalo, N.Y. 14226

Employer Website: www.sacredheartacademy.org

Job Description: For complete description go to: www.sacredheartacademy.org

Degree Requirements: M.S. in school administration or related field.

Qualifications/Skills: Excellent oral and written communication skills.

Experience Required: Teaching and administrative experience and a commitment to Catholic education.

Other Skills/Requirements: See online job description on school website:

<https://www.sacredheartacademy.org>

EOE

How to Apply: Provide letter of interest, current resume, copies of certifications and transcripts and the names of three professional references. Send all materials to the Head of School.

By MAIL: Head of School
Buffalo Academy of the Sacred Heart
3860 Main St.
Buffalo, N.Y. 14226