



SAINT JOSEPH NOTRE DAME HIGH SCHOOL



Principal
Effective July 1, 2020
www.sjnd.org



Mission Statement

Saint Joseph Notre Dame, a Catholic parish high school, provides a dynamic and rigorous college preparatory education. Our faith-filled, diverse, and welcoming community embraces the teachings of Jesus Christ. We develop confident, open-minded, and effective leaders who are ready to live joyful lives of faith, scholarship, and service.

Quick Facts

- Students: 468
 - African-American: 12.5%
 - Asian: 23%
 - Euro-American/White: 24%
 - Latino: 21%
 - Multiracial/Other: 18%
 - Native American: .5%
 - Pacific Islander: 1%
- Faculty: 36
 - Student/teacher ratio: 14:1
- Students receiving financial aid/scholarships: 60%
- On average 99% of graduates attend college



SJND is proud to be ranked among the Most Diverse Private High Schools in America: #1 in the San Francisco Bay Area, #2 in California, and #3 in the nation ([Niche.com](https://niche.com)).

School History

Saint Joseph Notre Dame High School is a consolidation of Notre Dame, founded by the Sisters of Notre Dame de Namur, and St. Joseph, founded in 1935 by Saint Joseph's parish and originally run by the Marianist Brothers.

In 1881, five sisters of Notre Dame de Namur purchased the school's present site in Alameda, erected a convent, and opened a school for girls. In 1935, the Marianist Brothers opened Saint Joseph High School. After the Marianists left in 1970, the Congregation of the Sacred Heart was tasked with consolidating the two high schools into one coeducational school. In 1985, Saint Joseph Notre Dame High School opened.



The Position

For nearly 140 years, Saint Joseph Notre Dame High School has fostered academic excellence, engaged students in a dynamic and comprehensive curriculum, and prepared students for ethical, faithful lives of scholarship and service. It is one of the only Catholic schools in America attached to a Roman Catholic Basilica, which gives the school an extraordinary presence and position in the community. Today, this



well-respected, co-educational Catholic parish high school offers a rigorous, college preparatory education to its diverse community of 468 students. As they progress through the unique program at SJND, students are prepared for the rigors of college while they develop confidence, generosity, and a commitment to embracing the teachings of Jesus Christ.

Ms. Julie Guevara was appointed as Interim Principal for the 2019-20 school year. She has built on school enhancements

implemented by former principal Ken Jennings during his three-year tenure, including the implementation of a dynamic new Leadership Team and Academic Council; completion of the E3 Accreditation process; fortification of finance and human resource operations; total internet network upgrade; the launch of an international student program; the purchase of a bus to expand enrollment from surrounding cities; and an increase in overall enrollment and contributed income.

The school seeks a new Principal, effective July 1, 2020, who will support this recent growth. The Principal reports to the Pastor of St. Joseph Basilica Parish and serves on the school's Board of Limited Jurisdiction within the Diocese of Oakland. Providing overall leadership and vision, the Principal ensures quality in the academic and student affairs programs in order to achieve the fullest attainment of the school's mission. As overall chief administrator, he or she oversees all administrative functions of the school including business, finance, advancement, enrollment, and teaching and learning. The Principal serves as a role model for staff and students and bears ultimate responsibility for the integration of faith and learning within the school. The successful candidate will be a capable and committed educational leader who embraces fully this faith-filled, academically ambitious community of learners.

Academics

Students at SJND gain foundational skills that pave the way for continued success and increased levels of independence. Teachers emphasize important skills that support the development of engaged and creative scholars, such as critical thinking, clear and



effective communication, and collaboration.

The school's academic advantages include personalized education, strong community relationships, and college preparation.

Students pursue coursework in theology, English, languages other than English (French, Mandarin, and Spanish), math, science, social studies, physical education, and the visual and performing arts.

SJND's tech-rich environments enhance the learning experience. Science labs are

equipped with state-of-the-art tools and all classrooms are equipped with LCD projectors and high quality wireless Internet. The school's Bring Your Own Computer program increases the use and development of 21st Century learning skills that promote self direction and college readiness. SJND's robust online Student Information and Learning Management Systems increase the rate of teacher feedback and stimulate collaboration. In 2019, SJND introduced the mobile IDEA (Innovation Design Engineering Art) Lab which includes various technologies for use across campus. Tools range from 3D printers to Oculus Go headsets, a One-Button-Studio, and much more. In conjunction, the school implemented the new Engineering Pathway, which teaches the foundations of engineering, with an emphasis in computer science engineering. This program includes science, math and computer science courses and culminates in a semester-long, project-based capstone course on the fundamental engineering principles of research, design and building.

A unique component of the SJND experience is the Biomedical Sciences Program. Qualified students can elect to undergo this four-year certificate program focused on human physiology, medicine, research processes, and bioinformatics. Through the program, whose innovative STEM curricula developed by Project Lead the Way offers several opportunities for project-based learning, students prepare for college and for careers in STEM-related fields. This program is recognized and admired by college partners across the country.

Academic Immersion

Faculty at SJND recognize the importance of hands-on, global learning. In alternating years, students can experience Academic Immersion Trips through the science and social studies departments, learning about wildlife, botany, culture, people, and historical events. Recent trips include Greece, Italy, Costa Rica, the Galapagos Islands, and Peru.

College Acceptances

Students perennially go on to attend some of the most selective colleges and universities in the country. Their experience at SJND prepares them well for success in college and beyond. The following is a partial list of colleges and universities to which SJND graduates were recently accepted:

Berklee College of Music
 Boston University
 Brown University
 Dartmouth College
 Duke University
 Fordham University
 Georgetown University
 Harvard University
 Johns Hopkins University
 Loyola Marymount University
 Marquette University
 New York University
 Northwestern University
 Occidental College
 Princeton University
 Saint Mary's College of California
 Santa Clara University
 Seattle University
 Syracuse University
 Tufts University
 University of Arizona
 University of California (all campuses)
 University of Massachusetts, Amherst
 University of North Carolina, Chapel Hill
 University of Notre Dame
 University of Oregon
 University of Pennsylvania
 University of Southern California
 University of Washington



Student Life

SJND embraces its Catholic traditions and teachings while providing a welcoming environment for all faiths. Students experience a strong sense of belonging that supports and values faith and spirituality. They may become involved in campus



ministry, planning and participating in prayer services, retreats, liturgies, and service opportunities. Each class embarks on an annual retreat, which helps students strengthen their faith, and their relationship with God and their classmates. SJND provides several service learning opportunities for our students, including the school-wide Adopt-a-Family program, service learning in the classroom, and service immersion trips in the summer.

Students are encouraged to develop their leadership skills, whether through campus ministry, in SJND's many student clubs, or through arts and athletics. Approximately 70 percent of students participate in the school's sports program, developing values and life skills that contribute to success in and beyond college. Students may participate in 13 sports: baseball, basketball, cheerleading, cross country, crew, golf, lacrosse, soccer, softball, swimming, tennis, track, and volleyball. The men's and women's basketball teams are part of a storied program, with the men winning a record six state titles ('91, '92, '04, '11, '14 and '16). Each year, SJND athletes sign to compete at the collegiate level, including teams in the Pac-12, Big West and West Coast Conferences.

SJND is also known for its award-winning visual and performing arts program. Many students perform in the annual school musical and play, at band festivals throughout California, or in our One Voice student choir. They display their artwork at local galleries, at exhibitions and in *Prisms*, SJND's award-winning literary magazine.



Alameda, California

A charter city in the San Francisco Bay Area, Alameda is located on Alameda Island and Bay Farm Island, just adjacent to the city of Oakland across from San Francisco. According to Money Magazine, Alameda is one of the best places to live in America, thanks to its relatively affluent community, large number of educational institutions, eclectic restaurants and libraries, excellent air quality, and excellent weather.

The beautiful island is named for the oak trees that line its streets and fill its parks. “The Island City’s” proximity to the San Francisco Bay makes it a welcome haven for wind and kite surfers and other outdoor enthusiasts. The city is known for its lovely Victorian houses, its rollicking Fourth of July Parade, and its downtown district located on Park Street. With plenty of local attractions, shops, restaurants, and museums, as well as easy access to San Francisco, Alameda is a wonderful place to call home.





Responsibilities of the Principal

The Principal is expected to:

- Assure that SJND models the Pastor's and Bishop's expectations for a school of excellence in the Diocese of Oakland;
- Partner and communicate effectively with the Pastor, Superintendent, Board, Principal of the Elementary School, and the Community;
- Provide leadership in all areas of school operations: business, finance, advancement, enrollment, and teaching and learning;
- Deliver on identified goals and objectives outlined in the E3 Accreditation Educational Improvement Plan;
- Head the Leadership Team in the implementation of the mission through the Strategic Plan and the E3 Accreditation Plan using the National Catholic Standards as a resource;
- Inspire the faculty and staff to pursue excellence in their teaching and student outcomes;
- Maintain a climate of accountability and a focus on the quality of the student experience;
- Achieve institutional financial and fundraising objectives.

Current Challenges and Opportunities

SJND has successfully earned its six-year WASC/WCEA accreditation through June 30, 2024. The Principal, working with the Board of Trustees, the Leadership Team, and faculty and staff, will lead the implementation of the current Strategic Plan and the E3 Accreditation Plan to:

- Embrace and maintain the mission, culture, and traditions Integral Student Outcomes and Core Values of this exceptional and diverse Catholic college preparatory high school;
- Lead in the continuing development of a 21st Century curriculum;
- Work with faculty in achieving the school's academic goals;
- Lead in the continuing development of Advancement, Enrollment Management, Finance and Business Operations.

Additionally, the Principal must be eager to embrace the "One Family" vision of the Pastor, thus working collegially with the parish and the adjacent elementary school.



Qualifications and Qualities of the Next Principal

The school seeks an experienced leader with a passion for mission who possesses these qualities and leadership characteristics:

- A faith-filled, practicing Catholic who embraces the Core Values of SJND faculty and staff: Humble and Proud; Dedicated and Spirited; Caring and Accountable;
- Expertise in Catholic education;
- Advanced college degree;
- A strategic and resourceful school leader with deep domain knowledge of secondary school organizational management, fiscal management, and a commitment to best practices in teaching and learning, and the overall quality of the student experience.
- SJND is positioned perfectly for further growth and prominence. The school seeks a relational leader who will serve as the face of the school to the community, continue to raise the profile of the school academically and share its powerful value proposition across the Greater East Bay and Bay Area.

To Apply

By **February 7, 2020**, please submit the following materials confidentially as separate PDF attachments in one email to Gloria Espinoza, Human Resources Department, Diocese of Oakland at gespinoza@oakdiocese.org:

- Cover letter that expresses your interest and fit for leading a Diocesan Catholic School;
- Current resume that includes dates for all degrees, certifications, and experience;
- Statement of educational leadership philosophy and practice in a Catholic parish school;
- List of five references with names, phone numbers, and emails – no references will be contacted without your knowledge and approval;
- [CSDO Employment Application](#).

