



Southern Tier Catholic School Archbishop Walsh Academy



208 North 24th Street Olean, New York, 14760 Phone (716) 372-8122 Fax (716) 372-6707

5/19/2023

NOTICE OF ADMINISTRATIVE OPENING

Southern Tier Catholic School is searching for a PRINCIPAL for the 2023-2024 school year.

Southern Tier Catholic School is a regional Catholic school (preK-8) in the Diocese of Buffalo. Next school year STCS will be moving from its current home at the Archbishop Walsh High School campus and returning to the St. Johns School building in North Olean. This is a unique and exciting opportunity for an administrator to lead a re-invigorated school at a new but familiar location.

A principal in the Diocese of Buffalo ministers as a spiritual and instructional leader in partnership with the pastor/canonical administrator and the Department of Catholic Schools to ensure all students receive a Catholic education of the highest quality.

STCS is dedicated to developing the whole child academically, socially, and spiritually. We cultivate knowledge, leadership, and service in a faith-based environment. The school community will all work together to support a candidate who embraces innovative ideas that will elevate our school to its fullest potential.

Preferred Qualifications

- Practicing Catholic in good standing with the Catholic Church with a deep commitment to the importance and mission of Catholic schools
- Master's degree and School Level Administrators Certification or enrolled in an administrative certification program.
- Teaching or administrative experience in an elementary or secondary school setting
- Familiarity with multi-age classrooms and willingness to provide classroom instruction as needed.

Key Skills & Responsibilities:

- Cultivate a faith-filled environment for students, faculty, staff, and families and promotes the teachings of the Catholic Church
- Work collaboratively with the pastor/canonical administrator, the School Advisory Board, faculty, and parents to foster a learning environment deeply rooted in the Church's teaching.
- Direct and support the integration of Gospel values into all subject areas, policies, and the life of the school.
- Recognize and celebrate the unique characteristics of the ethnic, economic, and social cultures of the school community.
- Establish data-driven short- and long-term goals for school improvement.
- Guide curriculum planning based on educational research and practice.



Southern Tier Catholic School Archbishop Walsh Academy



208 North 24th Street Olean, New York, 14760 Phone (716) 372-8122 Fax (716) 372-6707

- Consistently supervise, evaluate, and coach faculty to support quality instruction.
- Develop, implement, and revise as needed a professional development plan for faculty and staff for continued growth.
- Monitor and assess the impact of the instructional program using data collection and analysis.
- Embody the qualities of a lifelong learner by remaining up to date on educational research and ensure personal, professional growth.
- Supervise the recruiting, screening, hiring, and assignment of faculty and staff.
- Assist in developing school budgets and managing school financial resources efficiently and effectively.
- Prioritize retention and recruitment of students.
- Implement and enforce diocesan, state, and federal policies.
- Maintain and submit official records and reports according to diocesan and state requirements.
- Attend meetings of the Advisory Council/Board, diocesan principals, and regions to increase collaboration and partnership.

Please send letter of interest and resume by June 7th, 2023, to:

Dr. Colleen Taggerty
Walsh/STCS President
208 N. 24th St. Olean NY 14760
colleen.taggerty@walshstcs.org