



Diocese of Providence
Catholic School Office



POSITION DESCRIPTION

President

Bishop Hendricken High School

Bishop Hendricken High School is a Catholic, diocesan, all-male, college preparatory high school located on a suburban 34-acre campus in the Warwick Neck area of Warwick, Rhode Island. Founded in 1959, and named in honor of the first Roman Catholic Bishop of Providence, Thomas Francis Hendricken, the school was administered by the Holy Cross Brothers from its founding until 1971 and by the Congregation of Christian Brothers until 2011. Currently, the school's faculty is composed of both lay and religious.

The school enrolls a student body of approximately 875 students in grades 8 to 12 from Rhode Island, Connecticut and Southeastern Massachusetts. The school offers college preparatory courses at four academic levels.

Opportunity/Position Overview

The President is the Head of School and Chief Executive. The President leads the school community—students, parents, alumni, administration, faculty, staff and friends of the school—promoting and advancing its mission, ministry, vision, philosophy, Roman Catholic faith and spirituality of Blessed Edmund Rice. The work of the President encompasses strategic thinking, leading and facilitating multi-year planning, financial stewardship, board leadership, fundraising, development, communications, and public relations. The President is a faith-filled, visionary entrepreneurial leader seeing new possibilities, embracing enduring traditions, creating opportunities for growth and long-term institution building, expanding resources and developing networks of collaboration. The President is appointed by the Bishop of the Roman Catholic Diocese of Providence and reports to the Superintendent of Catholic Schools.

The School's Mission

The Mission of Bishop Hendricken High School is to strengthen the relationship of all members of the community with our God — Father, Son and Holy Spirit. The school does this through the development of the total human person: heart, mind, soul, and body.

The Ministry of the School

Bishop Hendricken High School's ministry in the Church calls the faculty, staff and administration to invest time, energy, and resources in the spiritual growth of young men; to provide challenging and enjoyable academic, athletic, and extracurricular activities; to maintain a structured, caring environment based on Christian values; to foster an atmosphere for creativity; to encourage the development of critical thinking; to cultivate a reverence for life-long learning; deepen an appreciation for beauty, goodness, and truth; and to create a climate for the growth of a social conscience committed to peace and justice.

Accolades for Bishop Hendricken High School

Bishop Hendricken High School is Rhode Island's premier, all-boys Catholic college preparatory high school with a rich tradition of attracting gifted scholars, artists, and athletes who become men of character, faith, and intellect. An Options Program for students with mild to moderate intellectual disabilities was founded in 2008 and a SELECT Honors Institute for gifted eighth graders was established in 2015. Ninety-seven percent of the school's graduates receive college placements at the nation's top colleges, universities, service academies or in post-graduate year programs. In the past fifty years, the school has graduated over 500 National Merit and Commended Scholars. The school is accredited by the New England Association of Schools and Colleges (NEASC).

The school's Academic Decathlon Team won the State Championship from 2011-2018 and placed second at Nationals in 2018. The school has won prestigious performance awards in music, drama, visual & media arts. These have including Show Choir, the SENE Film Festival, All-State Musicians, Percussion Ensemble and the Silver Key Art Award. The school fields teams in all fourteen varsity sports offered for boys through the RI Interscholastic League. In addition, students may participate in two club sports (including the only boys' rugby team in the state), two unified teams, and several intramural programs throughout the year. Since 1959, Hendricken teams have garnered 206 RI State athletic championships and two Massachusetts State titles for rugby. Students provide over 42,000 hours of community service annually.

Responsibilities

The President works collaboratively with the Principal and the Administrative Team in execution and fulfillment of the school's mission. The work of the President is supported by the school's Vice President for Finance, the Vice President for Institutional Advancement and Vice President for Mission Integration. The President oversees, sets goals for and evaluates the offices and individuals engaged in mission integration, fundraising, enrollment management, marketing, communications, public relations, alumni relations, business, financial management, capital improvements and facilities. The President has primary oversight for planning and the execution of the school's multi-year, long-range and/or strategic planning. The President is the Executive Officer of the Bishop Hendricken High School Advisory Board and a member of the Bishop Hendricken High School corporation board. The President gives final approval to hiring and personnel decisions. The President serves as the chief spokesperson for the school.

Qualifications

The eligible candidate must be a practicing Roman Catholic in good standing with the Church who models and bears witness to the faith. He or she must have the capacity and willingness to fully embrace and promote the Mission of Bishop Hendricken High School.

Education and Experience

The *preferred* candidate will hold a minimum of a master's degree in an academic discipline OR possess comparable experience in educational leadership, business, management, finance, entrepreneurship, institutional advancement or a related field, and be comfortable exercising leadership in an academic setting.

The *ideal* candidate will have demonstrated success with donor relations, cultivating a culture of giving, orchestrating a successful fundraising or capital campaign, strategic thinking, leading multi-year planning, financial stewardship and oversight, communications, marketing, public relations and crisis management.

Values

Faith, moral integrity, humility, compassion, trust, respect, collegiality, shared leadership, flexibility, determination, drive, personal accessibility, transparency, accountability, social and community responsibility

Preferred Skills and Abilities

Demonstrated leadership in multi-dimensional organizations, interpersonal, team and partnership building, dynamic donor relations, analytical, strategic, goal-setting, effective writing, persuasive public speaking

Search Process

The Superintendent of Catholic Schools invites letters of interest with resume or curriculum vitae specifying the candidate's qualifications, education, experience, values, skills and abilities. In addition, the candidate should provide a written vision statement (500 words) defining how as the President of Bishop Hendricken High School he or she would address the challenges facing Catholic education and Catholic high schools in the third decade of the 21st-Century, three letters of reference, the names and contact information of at least three additional professional references, a signed Employee Witness Statement, and a Certificate of Parish Registration forwarded in a sealed envelope from the candidate's pastor. (The Employee Witness Statement and the Certificate of Parish Registration may be found for downloading on the Catholic School Office website www.catholicschools.org under the Employment tab.)

Nominations, expressions of interest or inquiries are strongly encouraged and may be submitted to the Superintendent of Schools, care of the Catholic School Office.

Confidential review of materials by a select screening committee will begin immediately and continue until the appointment is made. It is preferred, however, that all nominations and letters of interest with supporting documentation be submitted prior to October 15, 2018. The position is available in January 2019.

Submissions may be made by mail or electronically to:

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