

Principal – St. Patrick Catholic School

Louisville, Kentucky

Effective Date: July 1, 2026

Position Type: Full-time, 12-month appointment

Position Summary

St. Patrick Catholic School seeks a faith-filled, mission-driven, and collaborative leader to serve as Principal. The Principal reports directly to the Pastor and serves as the instructional, spiritual, and administrative leader of the school, working in close partnership with parish leadership, faculty, staff, and families.

Rooted in a vibrant parish community, St. Patrick Catholic School educates students in partnership with families to form young people intellectually, spiritually, morally, and socially in the Catholic tradition. The Principal is responsible for advancing the school's mission, strengthening Catholic identity, ensuring academic excellence, fostering a healthy and collaborative faculty culture, and overseeing the effective operation of the school in collaboration with parish leadership.

The Principal must be a practicing Catholic who serves as a visible spiritual leader and witness to the Gospel, fostering faith formation among students, staff, and families in collaboration with the Pastor.

Mission of St. Patrick Catholic School

The St. Patrick Catholic School community, partnering with families, provides students with exceptional spiritual and academic programs deeply rooted in our Catholic faith tradition.

Why St. Patrick Catholic School?

St. Patrick Catholic School is a vibrant, well-established parish school serving a large and growing Catholic community in the Louisville area. Rooted in strong parish life and supported by engaged families, the school enjoys a well resourced campus and a culture of stability, collaboration, and shared mission.

St. Patrick is known for its clear Catholic identity, strong academic performance, and commitment to forming the whole child — intellectually, spiritually, socially, and morally. The school benefits from a dedicated and experienced faculty, supportive parents, and a parish community that values Catholic education as an essential expression of its mission.

The school has experienced sustained growth and thoughtful development over the past decades, with modern facilities, innovative learning spaces, and a culture that balances tradition with forward-looking educational practices. Faculty and staff work together in a spirit of professionalism and mutual respect, supported by strong leadership structures and clear expectations.

St. Patrick Catholic School enjoys a close and collaborative relationship with the parish, allowing for an integrated approach to faith formation, sacramental life, and community engagement. The Principal is supported by an active School Advisory Board, a highly engaged PTO, a resurgent school foundation to support long-term funding, a capable administrative and operations team, and a Pastor who values shared leadership and thoughtful discernment.

This position offers an exceptional opportunity for a principal who is eager to lead a strong Catholic school, build upon a solid foundation, and help shape the next chapter of a thriving parish school community committed to excellence, faith, and service.

Key Responsibilities

Spiritual & Mission Leadership

- Serves as a visible and authentic witness to the teachings of the Catholic Church.
- Works closely with the Pastor to ensure the Catholic identity of the school is clearly articulated, lived, and integrated into all aspects of school life.
- Fosters a strong culture of prayer, worship, service, and discipleship among students, faculty, and staff.
- Supports and participates in school liturgies, prayer services, retreats, faculty/staff faith formation, and parish life.
- Ensures that Gospel values and Catholic social teaching inform policies, discipline, and decision-making.

Academic & Instructional Leadership

- Serves as the instructional leader of the school, setting a clear educational vision aligned with the mission of St. Patrick Catholic School.
- Ensures that academic programs are planned, implemented, evaluated, and continuously improved in light of best practices and Catholic identity.
- Supports faculty excellence through mentoring, evaluation, professional learning, and collaborative leadership.
- Oversees curriculum development, assessment practices, student placement, scheduling, testing, and student support services.
- Establishes and monitors performance indicators related to student growth, enrollment, retention, and academic outcomes.

- Promotes a positive learning environment that balances academic rigor, student well-being, and whole-person formation.

Faculty, Staff & Community Leadership

- Builds a culture of trust, professionalism, accountability, and collaboration among faculty and staff.
- Recruits, supervises, evaluates, and supports faculty and staff in partnership with the School Leadership Team.
- Encourages shared leadership and values the professional expertise of educators.
- Strengthens the partnership between school and parish, fostering unity of mission and purpose.
- Engages parents and families as essential partners in the educational and faith formation process.

Operational & Strategic Leadership

- Ensures a safe, secure, and well-managed campus environment.
- Oversees the daily operation of the school, ensuring policies, procedures, and systems support mission and excellence.
- Collaborates with the Pastor, School Advisory Board, Business Manager, and Operations Team on strategic planning, budgeting, and resource allocation.
- Serves as a member of the School Advisory Board and works collaboratively with its committees.
- Oversees accreditation processes and compliance with Archdiocesan and state requirements.
- Conducts annual reviews of school handbooks, policies, and operational procedures.

Leadership Qualities & Expectations

The successful candidate will demonstrate:

- An active, integrated Catholic faith life and a clear commitment to Catholic education.
- A leadership style rooted in Gospel values, humility, integrity, and service.
- The ability to lead with clarity, calm, and confidence during times of growth and transition.
- Strong relational skills and the ability to foster healthy, trusting relationships.
- Excellent communication skills marked by transparency, consistency, and respect.
- The capacity to balance vision with execution and strategy with daily leadership.
- Emotional maturity, resilience, and the ability to manage conflict constructively.

Professional Qualifications

Required:

- Practicing Catholic in good standing with the Church
- Master's Degree in Educational Administration or related field
- Valid administrative certification (or working toward certification)
- Minimum of 3–5 years of classroom teaching experience
- Previous administrative or leadership experience in a school setting preferred

Knowledge, Skills, and Abilities:

- Knowledge of Catholic doctrine, religious education, and faith formation
- Understanding of child and adolescent development
- Experience with curriculum development, assessment, and instructional best practices
- Strong organizational and management skills
- Ability to manage multiple responsibilities with initiative and professionalism
- Capacity to work collaboratively within a parish–school governance structure

Application Process

Interested candidates should submit:

- A cover letter addressing interest in the position and alignment with Catholic education
- A current résumé
- A statement of Catholic educational philosophy
- References (to be requested later in the process)