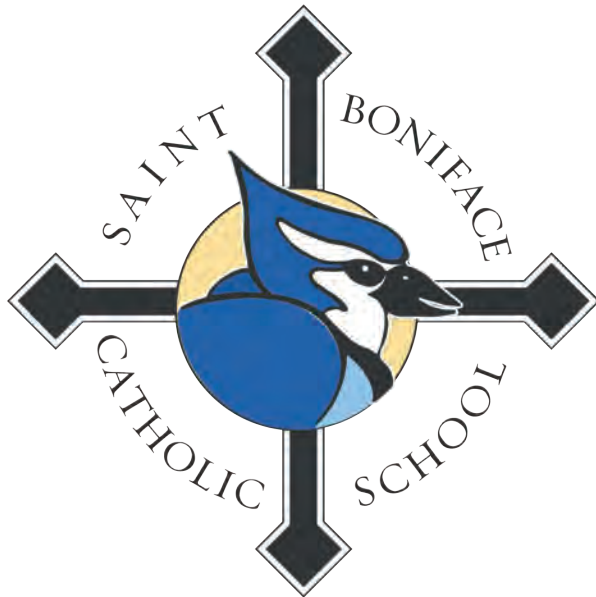


## *Announcement of Vacancy*

# *Principal of Saint Boniface Catholic Grade School*

Edwardsville, IL



### *Mission Statement*

*At St. Boniface School we are grateful for the opportunity to work together as we create the best learning environment possible. Each experience we share is brought to life through our awareness of God's presence and His wisdom guides our every effort. As we teach children 21st century skills through our academically challenging program, we encourage the discovery and self-expression of their God-given talents and gifts. We create, learn, live, love, laugh and play in God's image.*

Saint Boniface Catholic Grade School is an equal opportunity employer.

## *Principal of Saint Boniface Catholic Grade School*

In humble service to God, Saint Boniface Catholic Grade School in Edwardsville, Illinois, is seeking a visionary, faith-filled leader commencing with the 2017-2018 school year.

### *About Us*

Saint Boniface Catholic Grade School is located in downtown Edwardsville, IL, just 20 minutes from downtown St. Louis, MO. Saint Boniface School is a parish school in a vibrant parish community with growing enrollment serving PreK - 8th grade. In the 2016-2017 school year the K-8 enrollment was around 220 with an additional 50 students in PreK. Saint Boniface offers a solid academic curriculum, strong faith formation, and a family-like environment to its students. Established in 1871, it has been home to generations of families in its 146 year history and continues to welcome new members into our parish school and community.

### *Ideal Candidate and Qualifications*

Saint Boniface School seeks a religious or lay principal committed to Catholic Education with strong leadership, communication and motivational skills. In addition to leading a growing enrollment, there is a staff of approximately 25 dedicated individuals. Applicant must be a practicing Catholic, should have a master's degree in educational administration, teaching experience and preferably administrative experience. This position leads school programs which ensure not only academic excellence, but also the spiritual, moral, physical and emotional development of the school community. The principal is supervised by the pastor of the parish.

Please visit our website at [www.st-boniface.com](http://www.st-boniface.com) by March 15, 2017 to apply. We look forward to hearing from you.

### *Application Instructions*

Applicants must submit the following required documents in completed form by March 15, 2017.

1. A formal letter of application indicating your desire to serve as Principal.
2. An up-to-date formal resume that includes a listing of your accomplishments as an effective and efficient leader.
3. Completed Application of Professional Employment, available at: [www.st-boniface.com](http://www.st-boniface.com)
4. Completed Application Response Questionnaire, available at: [www.st-boniface.com](http://www.st-boniface.com)
5. At least three recent letters of recommendation dated within the last three years from sources who may be contacted upon request.
6. A complete set of up-to-date college transcripts/credentials which include all academic work.
7. Proof of qualification to be a principal in the state of Illinois or evidence of certification to be a principal in another state.

**Please submit the above by email to: [principalsearch@st-boniface.com](mailto:principalsearch@st-boniface.com)**  
**Also submit the above by hard copy to: St. Boniface Catholic Grade School**  
**c/o Principal Search Committee**  
**110 North Buchanan Street Edwardsville, IL 62025**

For questions, please email: [principalsearch@st-boniface.com](mailto:principalsearch@st-boniface.com)

### *Projected Timeline*

*Application Deadline:* March 15, 2017  
*Review and Interview Process:* March 15 - April 30, 2017

*Anticipated Selection Date:* May 2017  
*Employment Begins:* July 1, 2017