

## **We Invite You to Apply**

Archbishop Moeller High School is accepting applications for the position of Principal. Moeller is working with Hamilton County Educational Service Center to conduct the search process. Using input from school and community stakeholder groups, the applicants will be screened to determine who will be interviewed. The new principal will be expected to begin work in July, 2018.

Cordially,

Marshall Hyzdu

President of Moeller High School

## **Application Procedure**

Completed application packets are comprised of the following:

- Cover letter outlining qualifications for the position and interest in this Moeller High School.
- Copy of updated, complete resume which includes a chronology of work history and educational background and a preferred email address and phone contact
- Copy of current Ohio Principal Licensure
- A list of at least four references from current or former employers and professional contacts

Completed application packets are due to **Bill Sears, Hamilton County Educational Service Center, 11083 Hamilton Ave., Cincinnati, Ohio 45231** on or before December 22, 2017. Application packets can be submitted electronically to [bill.sears@hcesc.org](mailto:bill.sears@hcesc.org).

All inquiries related to this position should be directed to: Bill Sears, Lead Administrative Search Consultant, 513-674-4207 or [bill.sears@hcesc.org](mailto:bill.sears@hcesc.org)

## **Application Timetable**

**Application Deadline: December 22, 2017**

**Initial Interviews: Early-Mid January, 2018**

**Final Interviews: February, 2018**

**Anticipated Start Date: July 1, 2018**

## **Moeller High School**

Archbishop Moeller High School is a Catholic, Marianist school of approximately 900 students. We are located in Cincinnati, Ohio in the northeastern suburb of Montgomery.

We are an all-male, college preparatory school internationally known for our house system, pastoral ministry service programs, retreats, foreign exchange program, innovative technology, academic prowess and athletic success. The Catholic faith is the core of our identity, and as Marianists, we strive to take Mary as our model, to live her fiat by keeping Jesus Christ at the center of our school.

We have cultivated a unique family learning environment that allows young men to reach their potential regardless of ability. We are big enough to offer impressive programs that students want, and small enough to give personal attention to every student.

We live our Mission Statement – Catholic. Marianist. Forming our Students into Remarkable Men. – by helping students become servant leaders in the school, in their communities, and in the world.

## **Principal Candidate Profile**

- Practicing Catholic who articulates and shares his faith with others
- Visionary instructional leader who can assess academic programs through the sound lens of the Catholic faith and intellectual tradition, the Marianist culture, the diverse needs of our students, and their own experience with best practices and educational trends
- Focuses on continuous improvement, not only of themselves, but also of educational programs, faculty & staff, and students
- Possesses high integrity and ethical standards
- Collaborative bridge-builder who values input from varied constituencies and is committed to strong partnership with the President.
- Fosters transparent and honest communication among constituencies
- Readily available and highly visible to students, employees, parents and others through regular communication and engagement
- Develops strong partnership with the President