



Full-time Vice Principal of Academics

Overview

Saint Ursula Academy is a Catholic, college-preparatory, secondary school for young women, started by the Ursuline Sisters of Cincinnati in the spirit of St. Angela Merici, their foundress. Educating students since 1910, the Academy carries a distinguished tradition of academic excellence, innovation, and service. Saint Ursula educates the whole person and prepares young women for leadership in a global society. Talented administrators, faculty, and staff are dedicated to the school's mission of promoting academic excellence and empowering each student to become a woman of faith, integrity, and courage committed to building a better world.

A Saint Ursula education offers much more than strong academics. It intertwines moral values and standards of excellence, exercises in Christian leadership and service in family, Church, and society. Saint Ursula Academy seeks cultural and socio-economic diversity by drawing students from the entire Greater Cincinnati area to its beautiful campus centrally located in East Walnut Hills.

At this time, Saint Ursula Academy is seeking a Vice Principal of Academics who is responsible for the planning, implementing and managing of student services, including discipline and academic achievement. With the Principal, the Vice Principal of Academics coordinates all phases of policy implementation related to academics, instruction, curriculum and discipline. The Vice Principal of Academics assumes the duties of Principal in the Principal's absence. This is a full-time, 12-month administrator who reports directly to the Principal.

Qualifications and Personal Attributes

The Vice Principal of Academics must have a minimum of five years experience as a classroom teacher and three years experience in educational administration or related administrative positions. Supervisory experience is desirable. A Master's Degree in Educational Administration is preferred and graduate coursework and experience in curriculum design is also desirable.

Salary & Benefits

Salary is commensurate with educational experience. Competitive compensation package includes medical, dental and vision insurance benefits, 403(b) retirement plan with a 6% employer contribution after 24 months of service, 3 weeks of paid vacation,

23 paid holidays with additional time allotted for sick days, and a \$50,000 life insurance policy with access to additional voluntary life for the employee, spouse and dependents. Tuition remission is provided for the employee's daughter(s) attending Saint Ursula Academy incrementally up to 100% (after 5 years of service). Employee, spouse, and qualifying dependent(s) are also eligible to receive a University of Cincinnati Business Scholarship for qualifying online classes.

All religious denominations are invited to apply. SUA is an equal opportunity employer committed to creating an inclusive and diverse community where differences are valued and celebrated.

Email your resume to Jodi Clever (jclever@saintursula.org). Please use the email subject line: "Vice Principal of Academics – Your Name." Applications will be reviewed on a rolling basis.