



## Saint Peter's Prep High School Principal

Jersey City, NJ



Saint Peter's Prep is a Catholic, Jesuit high school, building upon a 150-year tradition of educating young men of competence, conscience, and compassion. As New Jersey's only Jesuit high school, Prep's goal is to form graduates who are ready – in the words of Saint Ignatius Loyola, founder of the Society of Jesus – to "go forth and set the world on fire." Prep employees, be they administrators, faculty, staff, or coaches, strive to live Prep's Jesuit identity and mission, and find their work to be an invitation to both professional and personal growth.

Saint Peter's Prep was founded in 1872 by the Society of Jesus as part of Saint Peter's College (now University). The school has operated independent of the University since 1918 and has been incorporated separately since 1955. This academic year marks the beginning of the school's 150<sup>th</sup> anniversary with the theme of: *Pride and Glory: Then. Now. Always.*

Prep proudly draws students from 130 communities representing a variety of ethnic, economic, social, and religious backgrounds, all of whom converge to form one Prep family. Inspired by outstanding teachers and coaches and guided by a storied legacy and the proud tradition of Jesuit education, Prep strives to develop a close-knit community of learners who have an understanding of the world and the courage to advance the common good. Prep graduates "men for others" who put others before themselves, who recognize the gifts they have been given, and who understand they have a responsibility to share those gifts with others.

Prep is located in the heart of Jersey City on the corner of Grand and Warren with beautiful views of the New York City skyline and the Statue of Liberty. Jersey City has flourished in recent years becoming a vibrant, attractive, and safe city. Jersey City is one of the most diverse cities in the country and has transformed into a modern urban community with a wide-range of ethnicities and cultures represented.

For a position to begin in **July 2022**, the school's leadership is seeking an inspiring and forward-thinking educational leader to serve as principal. The principal will embrace the school's culture and traditions while guiding Prep to new levels of success. The principal will be a loving and experienced educator, capable of leading a large, multifaceted high school and advancing the school's commitment to providing a rigorous and supportive learning environment.

As Prep celebrates its 150<sup>th</sup> anniversary, the school community is poised to continue to grow, evolve, and meet new challenges in the years ahead. This is an exciting and critically important moment in Prep's history as the community looks with optimism and confidence to the next 150 years.

**Application Deadline:** November 8, 2021

## **SAINT PETER'S PREP IN BRIEF**

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### **Mission Statement**

Saint Peter's Prep is a Catholic, Jesuit college preparatory school that seeks to form young men of competence, conscience, and compassion. Both enriched and challenged by its diversity, Saint Peter's Prep is a community of learners seeking to find God in all things. The academic, athletic, co-curricular, spiritual, and service programs aim to foster in students an understanding of the world and the courage to advance the common good.

### **Accreditation, Memberships, and Affiliations**

- Jesuit Conference USA
- USA Northeast Province of the Society of Jesus
- Jesuit Schools Network
- Roman Catholic Archdiocese of Newark
- New Jersey Association of Independent Schools
- Ignatian Solidarity Network
- National Catholic Education Association
- International Boys' School Coalition

### **Enrollment and Financial Aid**

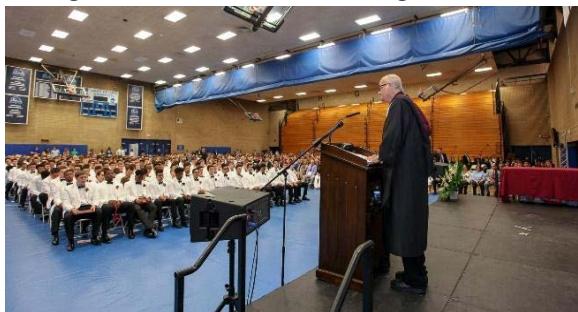
Saint Peter's Prep enrolls 920 young men from more than 130 communities, representing 12 New Jersey counties, three boroughs of New York City, and Long Island. Tuition for the 2021-2022 school year is \$20,234. Approximately 61% of students receive financial assistance based on merit and/or financial need.

## JESUIT IDENTITY

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### Jesuit Identity

As a Jesuit school, Prep seeks to form graduates who are "Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice." Uniquely among New Jersey high schools, Prep continues the



Ignatian tradition of education that began with the first Jesuit school in 1548. Prep provides programs and services aligned with the mission to enhance the educational and formation programs. While Prep is the only Jesuit high school in New Jersey, one should note that it is one of nearly 850 Jesuit secondary and primary schools throughout the world, thereby linking students to a much broader Ignatian community.

### Cura Personalis

Central to Prep's identity as a Jesuit school is a commitment to *cura personalis*, or care for the whole person. While academic excellence is an essential outcome of a Prep education, it is only one part of the young man the school seeks to develop. In the classroom and beyond, students are challenged to become their best selves intellectually as well as socially, spiritually, and personally. Whether it is a guidance counselor advising on college selection, a teacher extending extra help, or a coach teaching life lessons through sports, all staff members are aware that the many activities of the school are ultimately focused on the care and well-being of the students.



### Global Network

Prep takes pride in its global education initiatives that include language-exchange programs (e.g., France, Germany, Italy, and Spain), as well as summer enrichment opportunities that combine travel to such places as Taipei and Peru with coursework on campus. In addition, Prep teachers and administrators are in regular contact with their counterparts throughout the global Jesuit network. This both promotes a worldwide exchange of ideas among Jesuit educators and facilitates the integration of global contacts into the classroom experience--e.g., through video conferencing between students at Prep and at *Colegio de La Inmaculada* in Lima, Peru.

## ELEMENTS OF THE SCHOOL PROGRAM

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### The Academic Program

Saint Peter's Prep offers a college preparatory curriculum that provides a well-balanced course of studies to meet the needs and interests of its students. Each year, a student must take the equivalent of six full-credit courses or a combination of year-long full-credit courses and semester-long half-credit courses to equal six



credits. With permission, a student may take the equivalent of seven full-credit courses. Full-credit classes meet six times over an eight-day cycle. Some electives in art and music meet three times over an eight-day cycle.

Saint Peter's Prep currently offers a range of Advanced Placement courses, including Biology, Calculus AB/BC, Chemistry, Chinese, English Language and Composition, English Literature and Composition, Environmental Science, French Language and Culture, German Language and Culture, Italian Language and Culture,

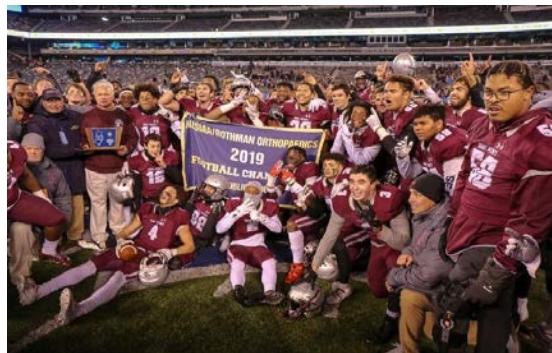
Latin: Caesar and Virgil, Physics, Spanish Language and Culture, Statistics, US Government and Politics, US History, and World History.

### Browning Learning Center

The Browning Learning Center, named after Prep's beloved Father John E. Browning, S.J. '46 provides a structured, supportive program for Prep students with learning differences and related issues. The Center is available to students who have a current Individualized Education Plan (IEP or ISP), 504 plan, psycho-educational report recommending intervention, or documentation from a neurologist indicating ADHD. A key goal of the Browning Learning Center is to help students recognize their learning issues, gradually begin to manage tasks with more independence, and then advocate for themselves in the classroom and beyond. The Center's staff works with parents and teachers alike, helping each to recognize and then address learning disabilities at home and in the classroom. The Center represents Prep's commitment to provide a structured program in which students with learning differences can receive the support they need to succeed in Prep's rigorous academic environment.

### Athletics

Saint Peter's Prep is proud of its rich history of championship athletics and currently offers 18 varsity sports and 40 teams on various levels. The athletic program is staffed with 83 members including two athletic trainers. Prep is a member of the HCIAL (Hudson County Interscholastic Athletic League), NJSIAA (New Jersey State Interscholastic Athletic Association), NJIHL (New Jersey Interscholastic Hockey League), NJILL (New Jersey Interscholastic Lacrosse League), NJCTC (New Jersey Catholic Track Conference), and North Jersey Super Football Conference (NJSFC). Notably, over 40 members of the Class of 2021 made commitments to collegiate athletic programs.



### Student Life

The Office of Student Life is enriched by the diverse interests of the student body. There is a wide range of clubs and activities available, from Aerospace to Yoga and everything in between. There are clubs that set out to represent Prep off the athletic field; including the Academic Bowl Team, Forensics Team, Model UN, and the

arts program just to name a few. The arts programs allow students to explore their artistic gifts and talents on and off campus. These programs include, but are not limited to Vox, Concert and Jazz Band, Winter Drama, Spring Musical, Literary Magazine, and MarARTer magazine. The ability to allow both students and adults to explore their interests outside of the classroom is invaluable to Prep's school community. This exploration includes faith as well. The Campus Ministry Department provides numerous opportunities for students of all faiths to celebrate. Throughout the year there are retreats for all class levels, liturgies, interfaith prayer services, and various service opportunities.

## ABOUT JERSEY CITY

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Jersey City is in northeastern New Jersey. Its eastern waterfront faces the Hudson River where it meets Upper New York Bay. Liberty State Park has panoramic views of the Manhattan skyline, the Statue of Liberty and Ellis Island, the former immigrant gateway. The park's Liberty Science Center features interactive exhibits and the IMAX Dome Theater.

Downtown Jersey City is centered on the intersection of Grove Street and Newark Avenue, with a mix of hip restaurants, craft beer bars, and indie shops. Arts venues include Jersey City Theatre Center, which showcases new work. The historic downtown area is known for 19th century brownstones and leafy squares like Van Vorst Park.

The waterfront continues to experience a construction boom as new buildings provide office space, condominiums, and apartments for rent.

## THE OPPORTUNITY

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The Principal is delegated by the President to exercise direct responsibility for the ordinary operation and educational development of the school. The Principal exercises general supervision of the offices of the athletic director, the dean of student life, the dean of students, the department chairpersons, the director of admissions, the director of campus ministry, the director of educational technology, the director of faculty formation, the director of guidance and college counseling, the librarian, and the vice principal. In all major decisions that impact the school, the Principal works in close conjunction with the President. In the absence of the President, the Principal assumes his duties.

Specific responsibilities include:

- Appoint department chairpersons and work closely with them in teacher selection, teaching assignments, evaluation and revision of the curriculum and departmental budget.
- Convene the Academic Council and coordinate its work.
- Inform parents about student progress and school policies and develop informational and educational forums for parents.
- Implement the faculty supervision process and foster faculty development.

- Oversee the academic development of the students, approve students for graduation, and dismiss students for academic and disciplinary deficiencies.
- Preside at faculty meetings, school assemblies, graduation exercises, and open houses.
- Supervise the evaluation and revision of the curriculum.

## WHO SHOULD APPLY

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### Qualifications and Experiences:

This is a unique opportunity for an educational leader with a demonstrated growth mindset to shape and implement a vision for the Saint Peter's Prep community. For this critical role, the Saint Peter's Prep leadership seeks a Principal with excellent communication skills, a high emotional quotient, and the ability to articulate the vision, mission, and values of the school in an inspiring, thoughtful, and loving manner to all constituencies. The ideal candidate will also offer most or all of the following:

- Proper academic credentials, including an advanced degree.
- Substantial experience of teaching and leading in a high school setting, including familiarity with current best practices in secondary education.
- Knowledge of and commitment to the Jesuit beliefs with respect to educating the students who attend Prep.
- Demonstrated track record of identifying, attracting, and developing high quality faculty and staff.
- Exceptional communication and listening skills.
- A sincere and demonstrated commitment to promoting diversity, equity, and inclusion.
- Excellent management skills, including the ability to multitask without micromanaging.
- Proficiency in the use of technology for educational and administrative purposes.

### Leadership Style and Personal Qualities:

- A visionary, innovative, flexible, and entrepreneurial thinker.
- A leader who values community, embraces individuality, and celebrates diversity.
- A personal and educational philosophy consistent with Saint Peter's Prep's mission and values.
- A leader who embodies the five characteristics of the Graduate at Graduation: Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice.
- A leader with a robust understanding of Ignatian spirituality and Jesuit education who can foster a faith-based school community.
- An optimistic, positive, and empathetic leader whose style inspires confidence in students and their families.
- A relational leader who is eager to forge connections with the school community.

- A confident, thoughtful, secure, and fair leader who is willing to tackle difficult issues and tough conversations when necessary.
- A team builder.

Saint Peter's Prep does not discriminate on the basis of gender, race, ethnic origin or sexual orientation in any of its employment policies. The school welcomes Catholics and non-Catholics who share and live out its educational and faith-based objectives to apply.

## ANTICIPATED SEARCH CALENDAR

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Application Deadline	November 8, 2021
Semifinalist Interviews	November 19-21, 2021
Finalist Visits	Week of December 6, 2021
Appointment	January 2022
Starting Date	July 2022

## APPLICATION REQUIREMENT AND SEARCH PROCESS

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Wickenden Associates, an affiliate of DRG Talent Advisory Group, is conducting this search on behalf of Saint Peter's Prep. To discuss this opportunity in more detail, potential candidates may contact one of the consultants:

**James Wickenden**  
*DRG Principal & Wickenden Associates Founder*  
jwickenden@drgsearch.com  
609.915.9418 (o)

**Tani Weissman**  
*Search Consultant*  
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646.237.5955 (o)

**Sarah Skrovan**  
*Associate*  
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Candidates should submit, **as soon as possible and no later** than Monday, November 8, 2021, an application package including the following:

- A cover letter indicating why they are interested in and qualified for the position.
- A current résumé.
- A statement of educational philosophy.
- Optional: supporting material (e.g. articles, speeches, or other writing samples) that would be useful to the Search Committee.

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Application materials should be uploaded directly on the DRG website by visiting the Saint Peter's Prep listing at [DRG \(drgsearch.com\)](http://DRG (drgsearch.com)).

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After an initial review of applicants in early November, selected candidates will be invited to interview with the search committee on November 19-21. Finalist candidates will be invited to Saint Peter's Prep shortly thereafter for a more comprehensive series of interviews with representatives of the school's constituencies. An appointment is anticipated by January.

**This position description is based upon material provided by Saint Peter's Prep, an equal opportunity employer.**