



**St. Joseph Catholic School**  
**P.O. Box 98 Freeburg, Illinois 62243**  
**(618) 539-3930**

**The mission of St. Joseph Catholic School is to provide a well-rounded, faith-based curriculum that promotes the spiritual, academic, social, emotional, and physical development of each child in a safe and nurturing environment.**

St. Joseph Catholic School is seeking a dynamic, faith-filled Elementary School Principal to lead our school community. The principal will build upon a strong tradition of academic excellence while fostering a vibrant Catholic identity and a culture of collaboration among faculty, families, parish leadership, and students.

### **Key Responsibilities**

- Providing visionary leadership that advances the mission of Catholic education
- Creating and sustaining an environment that promotes Catholic faith formation and moral teachings
- Collaborating with faculty, staff, parents, parish leadership, and diocesan offices
- Leading strategic initiatives that support enrollment growth and long-term sustainability
- Overseeing curriculum development and instructional excellence
- Managing the school's financial resources, budget, and operational needs
- Supporting the professional and spiritual growth of faculty and staff through effective supervision and mentorship

### **Qualifications**

The successful candidate will demonstrate strong leadership skills, a collaborative spirit, and a deep commitment to Catholic education.

- Practicing Catholic in good standing with a strong commitment to Catholic education and the mission of St. Joseph Catholic School
- Master's degree in Education or Educational Leadership with a valid Illinois Administrative License (or a willingness to obtain in a designated time frame)
- Experience in elementary education, including teaching and/or administration, preferred
- Strong organizational, interpersonal, and leadership skills
- Experience with school management, budget oversight, and strategic planning is beneficial
- A collaborative leadership style with the ability to inspire and support faculty, staff, and students

### **Compensation and Benefits**

- Starting Salary Range: \$60,000-\$75,000 (*Final salary based on experience, skills, and education*)
- Term Life Insurance
- Medical and Prescription Drug Coverage
- Voluntary Life Insurance for employee and qualified dependents
- Dental Insurance
- Vision Insurance
- Pre-tax and post-tax supplemental coverage options
- 403(b) Retirement Plan with employer contributions
- Paid vacation days
- Paid sick days

### **To Apply**

Please submit a cover letter, résumé, and at least 3 professional references to: Sarah Lanham via email: [slanham@diobelle.org](mailto:slanham@diobelle.org). The position will remain posted until filled.

Employment is contingent upon the successful completion of a background check