

ARCHDIOCESE OF
SAN FRANCISCO

Superintendent of Catholic Schools

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Partners in Mission



~16,000
STUDENTS

2,900 PROFESSIONAL
STAFF MEMBERS

56 ELEMENTARY
SCHOOLS

15 HIGH
SCHOOLS (4 ARCH.)

$1.7M ANNUAL
TUITION AID

21 PRESCHOOL
PROGRAMS

88 PARISHES
6 MISSIONS

2 CATHOLIC
UNIVERSITIES

500K CATHOLIC
POPULATION

99% OF GRADUATES
ATTEND COLLEGE

MASS IN 17+
LANGUAGES

3 COUNTIES
2,325 SQ MI



About the Archdiocese

Canonically established by Pope Pius IX on July 29, 1853, the Archdiocese of San Francisco spans 2,325 square miles across San Francisco, San Mateo and Marin counties and serves some 500,000 Catholics. Placed under the patronage of St. Francis of Assisi, St. Patrick and St. Joseph, it is the metropolitan see for the dioceses of Honolulu, Oakland, San Jose, Santa Rosa, Sacramento and Stockton.

The Roman Catholic Archdiocese of San Francisco includes three counties in the beautiful Bay area of northern California: San Francisco, San Mateo, and Marin. The Archdiocese comprises some 442,000 Catholics, with 88 parishes and six missions amid a total population of 2.7 million people. Masses are celebrated in more than 17 languages. The Archdiocese also is home to three retreat houses, eight cemeteries and mausoleums, and two Catholic universities, including St. Patrick's Seminary & University.

Grounded in the Catholic faith and committed to academic excellence, the schools of the Archdiocese of San Francisco cultivate the virtuous life, nurture Christian community, and nourish a Catholic worldview.

The Archdiocese maintains a vibrant presence in Catholic education. There are approximately 16,000 students in Catholic formation in the Archdiocese at 53 elementary schools, 21 preschool programs, 14 high schools (4 of which are Archdiocesan, others of which are independent or sponsored by religious orders), and two Catholic universities, including St. Patrick's Seminary & University.

The Department of Catholic Schools (DCS) has curriculum guidelines in all subject areas. The guidelines are infused with Catholic teachings, doctrine, and tradition. The curriculum is the educational process of transmitting knowledge and attitudes steeped in Gospel values in all content areas. These guidelines present concepts and skills and their relationship to the continuum of learning. They provide teachers and administrators with a broad perspective of academic disciplines and the interrelatedness of these.



Archbishop Salvatore Cordileone

On July 27, 2012, Pope Benedict XVI appointed Salvatore Cordileone the ninth Archbishop of San Francisco at the age of 56, and he was installed on October 4, 2012, the Feast of St. Francis of Assisi, at the Cathedral of St. Mary of the Assumption. As the new Metropolitan Archbishop of the Province of San Francisco, Archbishop Cordileone received the pallium from Pope Francis in Rome on June 29, 2013.

Archbishop Cordileone is a member of the United States Conference of Catholic Bishops (USCCB) Committee on Laity, Marriage, Family Life and Youth and also of its Committee for Canonical Affairs and Church Governance. He currently serves as well on the USCCB Ad Hoc Committee Against Racism, Subcommittee on the Catechism, and Eucharistic Revival Bishops' Advisory Group. In addition, the Archbishop serves on a number of boards to support Church efforts beyond the USCCB, including the Catholic Benefits Association/Catholic Insurance Company, Cross Catholic Outreach Board of Directors, the Courage Apostolate Episcopal Board, the Governing Board of the International Theological Institute in Trumau, Austria, and is a founding member of the Episcopal Advisory Board of the Catholic Healthcare Leaders Association. The Archbishop also serves as the Prior of the American Delegation of the Sacred Military Constantinian Order of Saint George.

Archbishop Cordileone's avocations include a life-long interest in jazz music. He also enjoys swimming, hiking and badminton, as well as spectator sports, especially professional baseball and football.

The coat of arms chosen by Archbishop Cordileone has two sections. The upper part is a representation of his Italian surname, which means "lion's heart", and shows the top part of a lion rampant holding a red heart in its paws. The lower part shows a red crab, a reference to the crab-fishing occupation of the Cordileone family on its arrival in California and as a reference to a bishop's duty to be a "fisher of men" (Luke 5:10). The motto, In verbo tuo, meaning "At your word" is a reference to the response of Peter, "At your word I will let down the nets", when invited by Jesus: "Put out into the deep and let down your nets for a catch" (Luke 5:4–5).

Since 2012, Archbishop Cordileone has led the faithful of San Francisco with steadfast determination and a zeal for evangelization.



Accreditation

The Western Catholic Educational Association (WCEA) accredits all of the Archdiocese of San Francisco's Catholic Schools. The mission of WCEA is to promote quality Catholic Education for the students in its member elementary and secondary schools through an accrediting process that assures the primacy of faith formation and educational excellence. The major purpose of this agency is to coordinate the accreditation process by assisting schools in their self-evaluative programs, to establish general standards for excellence, to grant WCEA Accreditation, and to cooperate formally with other regional accrediting organizations as determined by the WCEA Board of Directors. WCEA cooperates formally with the Western Association of Schools and Colleges (WASC) which is the other agency that accredits all of the Catholic Schools of the Archdiocese of San Francisco.

The Western Association of Schools and Colleges (WASC) also accredits all of the Archdiocese of San Francisco's Catholic Schools. The mission of WASC accreditation assures the educational community, the general public, and other organizations and agencies that an institution has clearly defined objectives appropriate to education; has established conditions under which their achievement can reasonably be expected; appears in fact to be accomplishing them substantially; is so organized, staffed, and supported that it can be expected to continue to do so; and demonstrates that it meets WASC criteria and accreditation standards. WASC cooperates formally with Western Catholic Education Association (WCEA).



About the Position

Archbishop Cordileone seeks a missionary disciple to serve as Superintendent of Schools who will lead the renewal of faithful, integral Catholic formation and education animated by the Church's mission to make disciples and to teach all the nations (Matthew 28:19-20) and who is committed to ensuring schools that cultivate the virtuous life, nurture Christian community, and nourish a Catholic worldview for its families and approximately 16,000 students.

In addition to the spiritual and social service missions of the Archdiocese is the mission to educate Catholic children and youth in the Catholic faith, inspiring them to live the Gospel of Jesus Christ, and nurture their minds, bodies and souls so they might be formed in virtue, achieve their highest academic and creative potential, and actively serve and enrich the community. Archbishop Cordileone believes that "Catholic schools should be a place where people come to know, love and serve Jesus Christ and that school should be an extension of the ministry of the Church."

Integral to Archbishop Cordileone's vision for the Archdiocese is the importance of Sunday Mass, the corporal and spiritual works of mercy, and forming missionary disciples of Jesus Christ. This, together with a strong Catholic faith and respect for the teachings of the Catholic Church, including marriage and family life and the right to life at all stages, are of primary importance. The Superintendent, together with Archbishop Cordileone, will engage to further evangelize our school communities.

The Superintendent will discover extraordinary commitment and talent among principals, teachers, staff and volunteer leadership. There is profound and warranted pride in the educational accomplishments of the Archdiocese; there is also an authentic appreciation and recognition of the opportunities to be undertaken during the tenure of the next Superintendent, among which include: fiscal management and the desire to maintain affordable tuitions, the creative and visionary need to promote academic excellence and ongoing faith formation that is transformational and Christ-centered, shifting demographics, increased need to advocate for school choice options, changes nationally in traditional school governance structures, and enrollment trends impacting sustainability.

The Superintendent of Catholic Schools reports to the Vicar General & Moderator of the Curia.



General Summary of Essential Purpose

The Superintendent of Catholic Schools is appointed by and serves at the discretion of the Archbishop to be his liaison to the Catholic schools in the Archdiocese. The Superintendent serves on the Archbishop's Cabinet and is responsible to provide direction, services, and leadership support for Catholic schools. The Superintendent works collaboratively with the Director of the Office of Catholic Identity Assessment and Formation to ensure that, in addition to academic excellence, Catholic schools remain authentic apostolates of Catholic formation and evangelization.

The Superintendent establishes a dynamic strategic planning process and ongoing systems of implementation and evaluation to ensure the realization of a vision for Catholic Schools that flows from the mission of the Archdiocese and the Church and that promotes the four pillars of Catholic Schools: Catholic Identity, Academic Excellence, Leadership and Governance and Operational Vitality in all aspects of the Superintendent's responsibilities.

The Superintendent supports and collaborates with principals and pastors to ensure the realization of this vision, strives for academic excellence, leads and manages the Department of Catholic Schools and, in collaboration with other Chancery leadership, advises the Vicar General & Moderator of the Curia and the Archbishop about issues and concerns relating to the wider Chancery and the Archdiocese as a whole.



Professional and Personal Qualifications

The Superintendent of Catholic Schools:
1. Must be a faithful, practicing Catholic in good standing and an active member of a parish community, who faithfully lives the precepts of the Catholic Church, is engaged in the sacramental and prayer life of the Church, and assents to and unabashedly defends the Church's teaching on all matters, with particular care for matters relating to the education and formation of young people, such as:

- A passion for introducing others to Jesus Christ through the ministry of Catholic education.
- The sanctity of life from the moment of conception to natural death, and the givenness of human sexuality in all its aspects as male and female created in God's image and likeness, as the basis for human dignity, identity and education.
- The family as a domestic Church and first school of children, with parents as the primary educators.

2. Possesses comprehensive knowledge of the Catholic Church, including history, structure, doctrine, and moral teaching and a passion for the Catholic faith and forming disciples. Thorough knowledge of the principles and practices of Catholic education and school administration, planning, organization and personnel, along with knowledge of church organizational and operations procedures.

3. Demonstrates conviction for, and can articulate, the Church's charter for Catholic schools, its educating mission, and the Catholic intellectual tradition. Possesses keen awareness of the cultural and educational narratives, ideologies, and pedagogies that conflict with the Catholic worldview, Christian anthropology, and the Catholic intellectual tradition, and can articulate how to address these issues faithfully and intentionally in the context of Catholic pedagogy and schooling. Presents and prioritizes what is true, good, and beautiful.

4. Is an engaging, joyful, collaborative, and faith-filled leader, capable of formulating and articulating a persuasive vision for Catholic education, building mutually respectful relationships with key constituents, and translating that vision into practical execution.

5. Is a clear and persuasive communicator, both verbally and in writing.

6. Independent judgment/action, presentation/teaching, training, mentoring, supervising, problem analysis and ability to support Parish/School relations are required. Must be able to handle multiple projects/priorities, make difficult decisions, and be open to input.

7. Thinks creatively and is willing to try new ideas and approaches to Catholic education in order to inculcate more effectively the Catholic faith in children and young people and renew the Church especially by drawing on the riches of the Catholic spiritual, intellectual, artistic and liturgical patrimony.

8. Has demonstrated facility with strategic planning, budget and fiscal management, staff leadership, enrollment marketing, donor relations, and compliance with local, state, federal and Church (canon law and safe environment) regulations.

9. Master's degree in Education/Administration or other advanced academic area preferred, however candidates with non-traditional qualifications will be considered. Demonstrated missionary zeal in the field of Catholic educational administration or other organizational leadership is essential.







Essential Duties & Responsibilities

1. Serve as a champion of faithful Catholic education and the Archbishop's vision for Catholic education in the Archdiocese by:

- Serving as a member of the Archbishop's Cabinet, working closely with other leaders in the Archdiocese in thinking about and articulating the strategic directions of the Archdiocese.
- Working diligently to promote and ensure Catholic culture, teaching and practice in all Catholic schools within the Archdiocese, rooted in a proper Christian anthropology and imbued with a rich and pervasive Catholic worldview.
- Recruiting and hiring for mission and Catholic Identity.
- Developing on-mission current and future school leaders.
- Inculcating a Catholic worldview across the academic curriculum and all school activities.
- Cultivating Catholic schools as centers of Catholic formation and evangelization.
- Advocating for school choice and the rights of parents as primary educators.

2. Develop and lead a strong Department of Catholic Schools Office which provides formation, support, resources, and coaching to school leaders and educators.

- Monitor, assess and recommend improvement as necessary for all Catholic schools.
- Ensure highest possible academic performance and fiscal stewardship.
- Introduce best practices in enrollment marketing/management.
- Ensure compliance with archdiocesan policies, especially those associated with Human Resources and Safe Environment.
- Ensure compliance with state licensure and education policies.
- Assure effective stewardship of the Department of Catholic Schools through supervision of the staff, administration of the department's budget, and oversight of the department in accordance with the Archdiocesan policy.
- Ensure the highest standards for Catholic education in the Archdiocese.
- Assures the identification and ongoing development of strong Catholic school leadership which includes ongoing training, formation and evaluation of current principals and the identification and preparation of strong principal candidates for Catholic school administration.
- Promote effective models of governance; implement sound financial policies based on realistic budgets and work collaboratively to develop school models that ensure students a faith-filled, quality Catholic education while strengthening the long-term sustainability of schools.

3. Lead the creation and implementation of a long-term strategic plan for Catholic schools and the Department of Catholic Schools, considering such factors as:

- Prioritizing Catholic Identity of Catholic schools.
- The development of outreach and marketing plans and support the local efforts of parishes and schools to build school visibility, to articulate the advantages of Catholic education, to attract local financial and volunteer support.
- Alignment between schools, the Department of Catholic Schools, and the Archbishop with respect to a mission-focused vision for Catholic education in the Archdiocese.
- Recruitment and formation of Catholic school leaders and teachers.
- Changing demographics across the Archdiocese.
- Affordability and accessibility of Catholic education for all families.

4. Actively represent the Archdiocese of San Francisco to the broader Catholic and non-Catholic education communities and engage with critical mission partners, such as, but not limited to:

- California Catholic Conference
- Other Archdiocesan offices of Catholic education
- WCEA/WASC
- National Catholic Educational Association (NCEA)
- USCCB Secretariat of Catholic Education & the USCCB Committee on Education
- Catholic educational organizations, universities, and colleges
- Duc In Altum Schools Collaborative (DIA)
- Institute for Catholic Liberal Education (ICLE)
- State and federal educational institutions

5. Act as primary spokesperson for the Archdiocese of San Francisco Department of Catholic Schools, working in collaboration with the Archdiocesan Office of Communications.



Working Environment, Compensation and Benefits

The position encounters a wide diversity of work situations and involves a high degree of complexity, and is responsible for advising and decision-making in many areas. Work is performed mostly in an office setting and through school visits. Superintendent will be required to attend evening meetings, work long hours, and do extensive close work. Superintendent is on-call as needed.

COMPENSATION AND BENEFITS
The compensation range for this position is $255,000 to $275,000, depending on experience. Archdiocesan benefits include medical, dental/vision, diocesan sponsored retirement, life insurance, short/long term disability and other diocesan benefits.

The Archdiocese is open to providing housing support.



Key Opportunities and Challenges

- The next Superintendent of Catholic Schools must focus on long-term strategic planning with an eye on the challenges posed by demographic changes in the region.
- The next Superintendent must be equipped to articulate effectively the value proposition of the Catholic schools in the archdiocese and the role of Catholic education in the New Evangelization and transformation of culture.
- The next Superintendent must work collaboratively with the Director of the Office of Catholic Identity Assessment and Formation as new initiatives emerge to strengthen the Catholic culture and formation opportunities across the schools.
- The next Superintendent must focus on the recruitment and retention of mission-aligned school leaders and teachers, including the continued focus on the leadership succession-planning model at the school level.
- The next Superintendent must liaise effectively with pastors who have schools under their responsibility and work together to support the hiring and development of the Catholic school leaders there.
- The next Superintendent will need to discern the best way to support and strengthen the collaboration among the Catholic high schools and their leaders as well as the bridging opportunities between the Catholic elementary and secondary schools.



About the Area

San Francisco, often dubbed “The City by the Bay,” is a vibrant and iconic metropolis and is the fifth-most visited city in the United States. Known for its stunning natural beauty, the city offers a diverse range of experiences for residents and visitors alike. With its mild climate, the city provides the perfect backdrop for outdoor activities, from hiking in the nearby redwood forests to picnicking in one of its many parks. The iconic Golden Gate Bridge, Alcatraz Island, and the bustling Fisherman’s Wharf are just a few of the renowned landmarks that make San Francisco a special destination.

San Francisco’s rich culture and innovation are also noteworthy. As a global tech hub, the area is home to Silicon Valley, the birthplace of many cutting-edge technological advancements. The city’s cultural diversity is reflected in its thriving arts and food scenes, with numerous world-class museums, restaurants, and a diverse population that contributes to its unique character. With a population of approximately 800,000 residents and a global reputation for progressiveness, San Francisco is a captivating city that continues to evolve and inspire, making it a place where dreams and innovation thrive.

The city’s significant Catholic heritage also beautifully enriches the area’s cultural tapestry. The Catholic community in the area has a rich history dating back to the Spanish colonial era when Catholic missions were first established in California. The iconic Mission San Francisco de Asís, also known as Mission Dolores, is a historic Catholic church built in honor of Saint Francis and from which the city took its name.



Application Procedure

To apply, please submit the following materials in a single PDF attachment. Name the file attachment using the following template: LAST NAME, SAN FRAN, SUPER

- Cover letter that aligns your experiences and skills with the Archdiocese's current needs as you understand them.
- Current resume with all appropriate dates included.
- Statement of Catholic educational leadership philosophy.
- List of five references with names, physical addresses, phone numbers, and email addresses. (No references will be contacted without your knowledge and approval.)

APPLY NOW

Should your background and experience align with the needs of the position, a member of our team will reach out to you regarding next steps.

Partners in Mission

Interested in this opportunity? Contact:

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