



President

Search Prospectus

Charlotte, North Carolina

July 2026



**1270
STUDENTS**



**14:1 STUDENT-TO-
FACULTY RATIO**



**24 A.P.
COURSES**



**142 FACULTY &
STAFF**



**138 YEARS OF
CATHOLIC EDUCATION**



**\$17.2M CLASS OF
2025 SCHOLARSHIPS**



**WEEKLY
MASS**



**75+ SPORTS
& CLUBS**



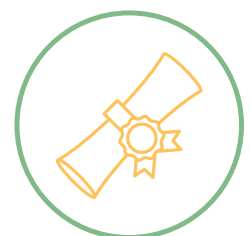
**JUNIOR INTERNSHIP
PROGRAM**



**97% COLLEGE
MATRICULATION**



**FINE ARTS CENTER
CAPITAL CAMPAIGN**



**64% FACULTY W/
ADVANCED DEGREE**



ABOUT THE SCHOOL

Charlotte Catholic High School is a diocesan, coeducational college preparatory high school serving more than 1,200 students in grades 9–12. This vibrant school community is an outgrowth of an educational program which began in 1887 at St. Mary's Seminary, in what is now uptown Charlotte. Charlotte Catholic moved to its new campus in 1995.

One of nine Christ-centered schools comprising the Mecklenburg Area Catholic Schools (MACS) consortium in the greater Charlotte area, Charlotte Catholic students develop a strong foundation of Catholic values through prayer, study, and outreach. Helping students see the value in a life of faith and service means they will carry these principles with them in their academic pursuits and throughout their lives. A rigorous and challenging curriculum is taught by top-notch faculty who use leading-edge technology to ensure students are prepared to meet a progressive future. Faculty and staff challenge students to think critically, read purposefully, write effectively, and communicate clearly – all factors enabling students to reach their full potential. No matter the endeavor they choose to pursue, students graduate with a strong work ethic, a desire to achieve excellence, and a faith-filled heart to serve.

MISSION

Grounded in community, Charlotte Catholic High School forms virtuous servant leaders, united in Christ, through a Catholic education of the mind, body, and soul.



VISION

Charlotte Catholic High School will be recognized for its tradition of Christ-centered academic excellence and holistic approach to supporting students along their journey to adulthood; creating generations of alumni who uphold faith, lead with conviction, and serve the Church and greater community with charity.



ACADEMIC PROGRAM

The goal at Charlotte Catholic is to help each student reach his or her God-given potential. Academic excellence is an important part of this vision. There are high expectations for performance, while providing all students with appropriate academic resources and rigor.

Students are expected to model Catholic values in the classroom and in the community. All standardized testing (SAT, ACT, PSAT) scores indicate students are well prepared to compete with their peers in both public and private schools throughout the community.

The curriculum guide includes a diverse group of college preparatory courses with Advanced, Honors, and Advanced Placement courses offered in nearly every academic discipline.

All CCHS students go on to attend four-year or two-year colleges or enter the military, with over 97% enrolling in four-year institutions of higher learning. We believe in cultivating a supportive, healthy, and challenging environment, which recognizes and affirms the dignity, needs, and diversity of all students. The curriculum includes 23 AP courses, and the opportunity for college coursework in conjunction with Belmont Abbey College and Central Piedmont Community College.



CAMPUS MINISTRY

Campus Ministry at Charlotte Catholic High School strives to foster a faith-centered community grounded in Catholic Christian values, encouraging students to grow spiritually and live out their beliefs. The ministry invites participation in the life, mission, and work of the faith community, providing opportunities for service, prayer, reflection, and discipleship. Led by a team composed of the chaplain, campus ministry coordinator, faculty, and student peer ministers, the department supports personal growth and spiritual formation.

ST. AUGUSTINE PROGRAM

The St. Augustine Scholars Program (SASP) is a new program started in the 2025-2026 school year, with a 9th-grade cohort. The program is focused on faith, great books, beauty, and holiness. SASP is an academically rigorous, four-year pathway that will further immerse students in the Catholic intellectual and spiritual tradition through a classical course of study that is enhanced by the Catholic liberal arts. The program offers an immersive experience that combines academics with formative experiences outside of the classroom. Students will explore philosophy, logic, and Latin, primary classical texts, participate in Socratic seminars and dive deeper into our Catholic intellectual tradition.



ATHLETICS

Charlotte Catholic High School's athletics program is robust and multifaceted, offering students opportunities to compete in 24 men's and women's sports during the fall, winter, and spring seasons. Student-athletes at CCHS benefit from sports medicine services, training in injury prevention, and structured programs to maintain performance and health. Since 2000, Charlotte Catholic has won 74 state championships and has been state runner-up 65 times. Through its many offerings, the athletics department helps cultivate teamwork, discipline, leadership, and school pride.

FINE ARTS

Charlotte Catholic High School's Visual and Performing Arts program offers students opportunities to explore and develop their creative and artistic talents. Courses include band, chorus, dance, theatre, photography, and visual arts, with options for honors and AP levels. Students perform in concerts, liturgies, musicals, and community events while showcasing their artwork in exhibitions and competitions. Students have a dedicated space for their exhibits and performances in the state-of-the-art Fine Arts Center, dedicated in 2022. Through this robust program, students cultivate skill, confidence, and appreciation for beauty as an essential part of a well-rounded Catholic education.



THE POSITION

The Catholic School President is the chief executive officer and visionary leader of the Catholic High School. As such, the president holds full responsibility for the implementation of the school's Catholic mission through all aspects of the school's business and advancement operations which includes long-range planning, strategic fund development, effective enrollment management, maintenance of capital, plant and facilities' resources, sound fiscal management and financial stability of the school through oversight of the various departments of the school. The president promotes and oversees the quality and effectiveness of the complete religious and educational program at the Catholic High School that is rooted in strong academic excellence, spiritual growth, and commitment to service. The president is directly responsible for both the internal and external affairs of the school. The president communicates the mission and vision of the school clearly and enthusiastically, by delegating responsibility and authority appropriately to others and calling them to accountability, particularly through prudent strategic planning and decision making.

The President works to lead all members of the school community to continuously strive for excellence in academics, Catholic values and missions, as well as the physical and emotional wellbeing of each student. The President serves as the school's primary spokesperson and representative within the school, alumni, and larger community.

The President works with the director of communications for final approval of all printed, electronic and social media information; exercises regular contact with school administration, faculty, staff, parents, and students; effectively communicates with all of the school's constituents; and projects a positive image of the school to the public through an active communications department.



THE POSITION, CONTINUED

The President articulates the Catholic High School's core beliefs as well as the promotion of Catholic values and beliefs in conjunction with the traditions of the Catholic High School. The person in this role embodies a high level of professionalism, confidentiality, integrity, and models a moral code consistent with the teachings of the Roman Catholic Church. The President is the guardian of the school's reputation.

The President establishes and manages a performance-driven culture in which he/she holds administrators, volunteers, and others accountable for executing tasks in which he/she is ultimately held responsible. The President creates and fosters a stimulating and professional community environment in which faculty and staff interact to discuss and resolve academic and other operational issues. Supported by the Principal and the administrative team, the President is charged with sustaining the academic reputation of the school. This role oversees the Advancement/Marketing Office of the school and meets with constituents necessary to meet the goals and objectives of the office to meet the larger strategic plan of the school; the Facilities Department to ensure the institutional integrity of the facility; the Information Technology Department to ensure a functional, safe, current and educationally sound technology plan; the Business Office to collaborate, create and manage the school's budget, human resources and safe schools compliance files. Many of these departments are charged with working in collaboration with the Catholic Schools Office and her personnel.



QUALIFICATIONS

The Catholic School President should:

- Be a Catholic in good standing with the Catholic Church; AND
- Hold a Master's degree in the field of education, preferably in educational leadership/school administration; AND
- Have a minimum of three years' administrative experience in a Catholic school setting; AND
- Maintain regency-of-credit (six college credits or its equivalent) every five years.

Professional Responsibilities:

- Promotes periodic strategic planning sessions and oversees its committees that produce a solid plan for the future that is used daily as the guide to annual goals, growth, and achievement.
- Works with the Principal to develop an integrated curriculum that spans across all ages on campus and is rooted in the Roman Catholic tradition. Works with the Principal for final decision making of students with significant behavioral or academic issues.
- Works with the Principal for final decision making on expulsions, with advanced communication with the Superintendent of his/her designee.
- Makes the final determination of any school closures due to weather, emergency, or other issue or threat.
- Builds external relationships with organizations, businesses and institutions to provide for internships, funding and other academic and professional resources to benefit the school.



QUALIFICATIONS

- Works with partner feeder schools to develop pipelines into the High School.
- In support of the Principal's academic vision, provides opportunities for professional and catechetical development for faculty and staff
- Supports the Principal in providing direction to the faculty in their work of promoting the mission of the school and fosters an atmosphere of learning, achievement, cooperation, and, ultimately, robust Catholic Culture.
- Works effectively with the Catholic Schools Director of Advancement to ensure that the Advancement Office is successful, follows sound fundraising strategies and makes ethical decisions for the use of gifts that have been bestowed upon the school.
- Serves as the chief fundraiser of the Catholic High School. This includes, but is not limited to, annual gifts from a variety of individual initiatives at the school including annual appeals, alumni fundraising initiatives, tuition assistance fund endeavors, special events and campaigns.
- Enthusiastically engages with stakeholders, alumni, donors, and parents when appropriate at select events, initiatives, and activities.
- Establishes effective enrollment management practices working with the Director of Admissions for improved retention as well as recruitment of new students, and support of learning pathways for varying student learning needs and vocations.
- The President oversees sound fiscal management, working with the schools Business Coordinator, Marketing/Development Coordinator and the Business Office. Oversees and gives approval of all-school finances including the annual budget, subject to the approval of the Catholic Schools Office (CSO).
- Works with the Business Office, and tuition assistance committee to distribute tuition assistance and scholarships.
- Seeks and then recommends opportunities to grow the footprint of the school as well as other capital improvement projects to meet the needs of our growing school.

QUALIFICATIONS

Other Responsibilities:

- Promotes diocesan programs and activities.
- Serves as ex-officio member of the School Advisory Board and Executive Committee. Is the chief liaison and promotes development and growth of the President's Advisory Council (formerly the Principal's Advisory Council). Works with the board chair to prepare meeting agendas.
- Serves as chief liaison and channel of communication with parent volunteer organizations including the President's Advisory Council (PAC), Parent Teacher Organization (PTO) and Athletic Association (AA), albeit the day-to-day leadership of the PTO and AA may be delegated to the Principal and Athletic Director respectively. Encourages the work and involvement of parents in activities that support the school and further develops relationships among school families.
- Cultivates parent, alumni, and community involvement in giving of time, talent, and treasure.

Governance and Operations

- The President extends contracts to all employees. The President is the ultimate arbiter and decision maker when it comes to conflict among administration, faculty, or staff.
- The President directly approves the naming, hire and or change of Principal, all Administrators, Guidance Counselors, and Staff. Many of these decisions are made in direct collaboration with the Principal, Chaplain, Superintendent or his/her designee.
- The change of Faculty comes at the recommendation of the Principal with the approval of the President.
- Chaplains are named by the Superintendent and Vicar for Catholic Education, in collaboration with the President.
- Assistant Chaplains are named by the Chaplain in collaboration with the Superintendent and Vicar for Catholic Education.
- Theology teachers and Coordinators of Campus Ministry are named by the Chaplain, in collaboration with the Principal.





Application Procedure

To apply, please click the Apply Now button and submit the following four documents as separate PDF attachments.

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



APPLY NOW



Interested in this opportunity? Contact:

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