



**St. John Vianney**  
CATHOLIC SCHOOL

*Believe · Live · Achieve · Cree · Vive · Logra*

**Colegio Bilingüe**

Orlando, Florida

**Principal**

Search Prospectus

**July 2026**



**495  
STUDENTS**



**50+ YEARS OF  
CATHOLIC EDUCATION**



**60+ FACULTY  
& STAFF**



**FLORIDA SCHOOL  
CHOICE**



**CYS  
PROGRAM**



**3 ALUMNAE  
FACULTY**



**500+ STUDENT  
VOLUNTEER HOURS**



**PARTNERSHIP W/ BOSTON COLLEGE'S  
TWO-WAY IMMERSION NETWORK FOR  
CATHOLIC SCHOOLS**



**STREAM-BASED  
LEARNING**



## School Overview

Founded in 1962, St. John Vianney Catholic School is a vibrant, multicultural Catholic school community in the heart of Orlando dedicated to forming faith-filled, academically prepared, and service-oriented young people. As the only dual-language Catholic school in the Diocese of Orlando, St. John Vianney offers a distinctive bilingual educational experience that immerses students in both English and Spanish while fostering academic excellence, cultural understanding, and a deep sense of Christian community. Guided by the spirit of “To Teach as Jesus Did,” the school seeks to nurture the whole child intellectually, spiritually, morally, and socially within a welcoming environment rooted in Gospel values.

St. John Vianney Catholic School delivers effective dual-language instruction beginning in Pre-K3 and continuing through 8th grade, giving students the opportunity to build strong academic skills, cultural fluency, and bilingual confidence throughout their entire elementary and middle school experience.

Serving students from early childhood through middle school, St. John Vianney combines rigorous academics with faith formation, service opportunities, arts, athletics, and enrichment programs that encourage students to discover and develop their God-given gifts. Through its partnership with Boston College’s TWIN-CS program, the school remains at the forefront of dual-language immersion education while emphasizing bilingualism, bi-literacy, multiculturalism, and strong family engagement. The school’s diverse and mission-driven community reflects the richness of Central Florida and provides students with an education that prepares them not only for future academic success, but also for lives of leadership, compassion, and discipleship.

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## Mission Statement

St. John Vianney Catholic School is a multi-cultural, dual language community, grounded in spiritual formation and academic excellence, dedicated to extending Catholic hospitality as servants of the Gospel.



## Vision Statement

St. John Vianney Catholic School believes our Catholic faith and commitment fosters a thriving multicultural learning community. St. John Vianney provides a rigorous dual-language education for all learners to achieve their highest potential and create unity through diversity.



## Academics

St. John Vianney Catholic School is a multi-cultural, dual language community, grounded in spiritual formation and academic excellence, dedicated to extending Catholic hospitality as servants of the Gospel. St. John Vianney Catholic School – Colegio Bilingüe is the only Dual Language School in the Diocese of Orlando. The program seeks to accomplish the following:

1. To fully develop the student's primary language and acquire an advanced level of proficiency in a second language.
2. To understand and appreciate cultural differences and perform at high levels of academic knowledge.
3. To develop higher level cognitive skills in both English and Spanish.
4. To become bilingual, bi-literate, and bicultural by the end of Grade 8.

Students in grades PreK–Grade 5 are assigned one Spanish speaking teacher and one English-speaking teacher in each grade level. The program uses a 50/50 model across all grades, which refers to the length of time the student is “immersed” in each language. Language Arts Reading and Writing are taught in both English and Spanish throughout elementary school. The instructional language for other areas varies by grade level or subject so that half of each school day is spent learning in each language.

Through partnerships with Boston College and the Two-Way Immersion Network for Catholic Schools, high standards and criteria are set for the school, which enable SJVS to award the Pathway to Biliteracy Seal. These are a series of awards that recognize a student's success towards the achievement of bilingualism and biliteracy, given to students that have completed a series of tasks which demonstrate proficiency in one or more languages in addition to English and their commitment to use both languages in the school and community.



## Enrichment Programs

St. John Vianney School is an educational institution committed to providing a well-rounded and enriching experience for its students. Beyond the core academic curriculum, the school places great emphasis on fostering holistic development through a range of special areas, including drama, music, physical education, faith formation, visual arts, and athletics.

## Position Overview

The Principal, reporting to the Pastor and Secretary for Education/Superintendent of Catholic Schools, is the leading force in developing and implementing the school program that promotes Catholic faith formation and education, ethical decision-making, social justice, and Catholic leadership. The Diocese of Orlando's four core values form the foundation for the work performed by employees:

**Authenticity:** Conviction that God has called us to reflect exteriorly our inner life of faith in our daily living.

**Respect:** Affirming each person's God-given dignity and uniqueness.

**Courage:** Inspired by this gift of the Holy Spirit, we proclaim and live the Word of God fearlessly and devotedly.

**Commitment:** Individually and collectively, we are steadfast to the team and its purpose.



## **Essential Duties & Responsibilities**

St. John Vianney School is an educational institution committed to providing a well-rounded and enriching experience for its students. Beyond the core academic curriculum, the school places great emphasis on fostering holistic development through a range of special areas, including drama, music, physical education, faith formation, visual arts, and athletics.

## **Position Overview**

The following duties and functions, as outlined herein, are intended to be representative of the type of tasks performed within this classification. They are not listed in any order of importance. The omission of specific statements of the duties or functions does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

### **Catholic Identity**

- Lives and promotes the Gospel message.
- Fosters students' understanding of God's role in their lives and Christ's relationship to each student.
- Promotes and encourages cooperation and growth between the school, parish, religious education program, and the overall organization.
- Collaborates with the pastor in implementing the mission of the parish.
- Keeps faculty, parents, and students aware of their roles as Christian models.
- Ensures the integration of the school as part of the parish faith community.

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## **Educational Leadership**

- Promotes a curriculum that integrates Gospel values, is appropriate to the children's needs, and in accordance with the directives issued by Diocesan and State authorities.
- Utilizes community resources in the development of curriculum materials; determines the utilization of consultants and supplementary services related to curriculum.
- Enables the staff to serve as role models for the students.
- Promotes and demonstrates a leadership style compatible with Christian principles.
- Ensures competence of research-based learning by implementing 21st century tools throughout the school and supports research-based learning strategies.
- Directs guidance and disciplinary services of the school.

## **Personnel Management**

- Effectively recruits and selects individuals for teaching positions, including substitute personnel.
- Directs and evaluates in-service activities both within and outside of the school.
- Ensures proper pay and maintenance of personnel records.
- Maintains a continuous program of supervision and performance evaluation of the staff and of the instructional program.
- Provides leadership for teacher growth and development.
- Reviews and evaluates methods of instruction, lesson planning, and standardized and teacher-made test results.

## **Financial Management**

- Responsible for proper budget and fiscal oversight.
- Prepares and administers the school budget.
- Develops information on sources of funds in the parish, community, or public area.
- Keeps accurate records of income and expenses.



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## Public and Community Relations

- Maintains effective and consistent communication with parents regarding student progress; ensures appropriate and harmonious relations between teachers and families.
- Determines appropriate placement of students in individual classes.
- Develops and organizes a parent-teacher association.
- Provides courteous and open reception of authorized visitors.

## Administrative and Operational Oversight

- Responsible for the purchase and use of general and instructional supplies, including textbooks, audio-visual, educational technology, library, and other instructional materials.
- Evaluates school safety standards in building(s); recommends modifications.
- Evaluates and directs custodial services within the school or as delegated by the pastor.
- Maintains all student disciplinary records, including infraction forms, bullying reports, and consequences given per incident.
- Ensures proper information systems management, including scheduling use of all school facilities, maintenance of official records, efficient office and telephone coverage, and the school calendar.
- Reports to the school board on the administration and implementation of Diocesan and local board policies and the school program.



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## Professional & Personal Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### Catholic Faith

- Practice of the Catholic Faith is required. Church employees must conduct themselves in a manner that is consistent with and supportive of the mission and purpose of the Church. Their public behavior must not violate the faith, morals or laws of the Church or the policies of the diocese.

### Education and/or Experience

- Master's Degree from an accredited university or college that is recognized acceptable for Florida certification.
- Must hold or obtain a Florida Professional Certificate in Educational Leadership.
- Must work towards a Master's level Diocesan Catechist Certification within five years of hire.



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## Other Skills and Abilities

- Requires excellent written and oral communication skills.
- Bilingual proficiency in Spanish and English is a plus.
- Ability to effectively prioritize tasks and time demands.
- Must have a strong work ethic and set an ethical tone for diocesan conduct.
- Exhibits excellent strategic planning, organizational, written, verbal, and public speaking skills.
- Must be able to quickly earn the confidence of the Diocesan School Board.
- Demonstrates leadership and resourcefulness as they apply to all areas of responsibility.
- Demonstrates a high degree of flexibility in order to achieve objectives, meet demands as required and work with a variety of teams and their memberships.
- Ability to facilitate meetings and or participate as necessary.
- Ability to maintain “customer” confidence and protect operations by keeping information confidential.

## Physical Requirements

Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (15 pounds). Tasks may involve extended periods of time at a keyboard or workstation.

*A review of this position has excluded the marginal functions of the position that are incidental to the performance of fundamental job duties. All duties and responsibilities are essential job functions and requirements are subject to possible modifications to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent(s) will possess the abilities and aptitudes to perform each duty proficiently. Requirements are representative of the minimum level of knowledge, skills, and ability.*



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## Ideal Candidate Profile

The ideal candidate for Principal of St. John Vianney Catholic School is a practicing Catholic whose faith is authentic, visible, and deeply integrated into the daily life, culture, and decision-making of the school. This leader will understand and articulate the distinctive value of Catholic education, ensuring that St. John Vianney is Catholic not only in name, but in mission, practice, relationships, and formation. The successful candidate will be bilingual or culturally fluent, with the ability to support and strengthen a mature dual-language program while celebrating the richness of the school's diverse community.

As an instructional leader, the Principal will advance academic excellence, curriculum development, teacher growth, and the continued strengthening of the middle school program. The ideal candidate will be a visible, relational, and trusted presence who builds strong partnerships with faculty, parents, students, the pastor, and the parish community. This leader will communicate clearly and consistently, enforce policies with fairness and discipline, and bring sound judgment to student, parent, faculty, and operational matters. Above all, the next Principal will be a mission-driven, strategic, and balanced leader who can build upon St. John Vianney's strong foundation while guiding the school into its next season of faithfulness, excellence, belonging, and growth.



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## About the Area

Life in Orlando offers a unique blend of sunshine, family-centered neighborhoods, cultural diversity, and year-round energy. While many people associate Orlando with tourism and theme parks, daily life in Central Florida is often shaped more by its growing suburban communities, strong schools, outdoor lifestyle, and vibrant faith communities. For Catholics, the region has a notably active and visible Catholic presence through the Diocese of Orlando, which serves a large and diverse population across nine counties with dozens of parishes, Catholic schools, ministries, and outreach programs. The Diocese emphasizes “Teaching and Living the Light of Christ,” fostering a strong culture of faith formation, service, Eucharistic life, and community engagement. Catholics in Orlando often describe the community as welcoming, multicultural, and deeply family-oriented, with Masses celebrated in multiple languages and thriving parish life for young families, students, and retirees alike. The area’s combination of warm weather, growing Catholic schools, strong parish communities, and opportunities for both recreation and ministry creates an environment where faith can be lived actively and publicly amid the rapid growth and dynamism of Central Florida.





## Application Procedure

To apply, please 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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