



Diocese of Sioux City
Principal Development Program:
Selection, Support and Evaluation

Introduction



One of the most important factors in the success of a Catholic school is the quality of its principal. Since the Catholic Schools are one key element to reaching the pastoral priorities of the Diocese of Sioux City, we must ensure that our schools' future leadership is superb. Therefore, the mission of the principal development program is to find, develop, and support the next generation of Catholic school principals for our Diocesan schools.

We are seeking candidates that are committed to excellence in faith, family, and community. We are looking for energetic people who have a passion for Catholic education. We are seeking people who want to make a difference in the lives of our students.

To that end, the Diocese of Sioux City will seek recommendations from current principals, school board members, and pastors for potential candidates. The selection process will be multimodal to identify only those candidates that best meet the needs of our schools. Candidates will be required to obtain a master's degree and/or principal licensure. The Diocese of Sioux City will provide financial support to the successful candidates for academic cost.

We are excited you are interested in being considered for this important and vital ministry in our schools. This handbook is a guide for those considering the Principal Leadership Program. While this handbook provides general information about the Principal Leadership Program, we encourage you to contact the Catholic Schools Office about any concerns or questions you have about the program or the process.

Background

Selecting the right people to develop for leadership roles is a process worthy of investing time and money up front to ensure candidates are a good fit for the principal role. The Diocese of Sioux City stresses the critical importance of early talent identification. The Diocese of Sioux City assesses and selects individuals who excel on a set of selection criteria (based on research and the competencies of successful school leaders) which are used to assess candidates in four areas:

1. Catholic Identity
2. Teaching and Learning
3. Strategic Management
4. Personal Qualities

Candidates who demonstrate promising leadership talent and embrace cultural norms and core beliefs of our Catholic schools will be considered for this program.

Selecting Candidates

1. Complete the application provided.
2. Provide 2 letters of reference.
3. Provide a copy of college transcripts.
4. Personal interview - superintendent and selection committee (committee may include administrators, pastor, CSO staff, teachers, etc.)

Principal Qualities/Skill Set

BELIEFS AND ORIENTATION

CATHOLIC IDENTITY

1. Role models their faith.
2. Develops a shared vision of the school's faith community.
3. Reflects the fourfold mission of the Church: community, worship, service, and message.
4. Gives priority to the development of the total Catholic quality of the school.
5. Builds the Catholicity of the school.
6. Ensures quality religious instruction.
7. Causes quality faith experiences to take place such as liturgies, retreats, faculty/student renewals, prayer, etc.
8. Promotes cooperation with priests/pastoral staff.
9. Promotes a sense of home, school, and parish unity.
10. Models a spirit of reconciliation
11. Fosters the service dimension of faith development among teachers and students.
12. Promotes Catholic social teachings at all grades and with the staff and parents.



TEACHING AND LEARNING

Knowledge of Teaching and Learning

1. Demonstrate ability to drive dramatic improvements in academic achievement for all students.
2. Provide evidence of linking daily, unit and year-long plans to desired student learning outcomes.
3. Understand and use a variety of instructional strategies to meet students' diverse learning needs.
4. Articulate student learning outcomes as a key driver of instructional practice

5. Assess student learning and use data to guide and modify instruction.
6. Provide clear feedback to students and guide students in assessing their own learning.
7. Demonstrate the ability to coach and evaluate teaching staff.

Belief and Urgency that All Students will Excel Academically

1. Demonstrate the belief that every student, regardless of background, can excel academically.
2. Demonstrate a sense of urgency to achieve dramatic gains in student learning and close the achievement gap.
3. Hold self and other adults accountable for ensuring high academic achievement for every student.

Personal Responsibility and Relentless Drive

1. Hold self personally accountable for outcomes and results
2. Demonstrate relentless drive and determination to achieve outcomes and results.
3. Exhibit willingness to engage in difficult conversations and make hard decisions.
4. Exhibit resilience to overcome setbacks and remain constructive despite resistance or failure.
5. Demonstrate integrity by acting in a manner that reflects stated values and beliefs.
6. Demonstrate a commitment to Catholic school leadership and management.

Results Orientation

1. Have a track record of achieving goals and results.
2. Demonstrate and maintain a focus on goals and results.
3. Demonstrate resourcefulness to achieve goals and results.
4. Demonstrate willingness and ability to adjust strategies and practices to reach goals.

STRATEGIC MANAGEMENT

Problem Solving

1. Identify, analyze, and prioritize complex problems and key issues.
2. Analyze and diagnose complex issues.
3. Develop a strategic plan with concrete outcomes.
4. Develop effective solutions.
5. Demonstrate ability to evaluate results.
6. Demonstrate ability to make data-driven decisions.

Project Management to Deliver Results

1. Articulate a clear vision and goals.
2. Prioritize and organize strategies effectively to reach goals.
3. Multi-task and balance detailed steps with the big picture to ensure successful project completion.
4. Delegate decision-making and authority in an effective manner.

Team Building

1. Mobilize adults to take action towards common goals.
2. Develop clear direction and shared purpose that guides and unifies the team.
3. Read group dynamics accurately and maximize individual strengths.
4. Engage and empower others to take responsibility to achieve results.
5. Make clear decisions while considering diverse perspectives to reach the best solutions.

PERSONAL QUALITIES

Communication and Listening

1. Clearly articulate point of view, ideas, and rationale.
2. Possess written and verbal skills to communicate in a clear and concise manner that will be understood by intended audiences.
3. Demonstrate poise, confidence, and professionalism in diverse situations.
4. Actively listen to and engage with others.

Interpersonal Skills

1. Successfully build relationships.
2. Value different perspectives and treat every person with respect.
3. Relate to adults and students with empathy and understanding.
4. Diffuse anger and find common ground to move people toward solutions.
5. Exhibit confidence and competence, including when under pressure.

Self-Awareness and Commitment to Ongoing Learning

1. Accurately identify technical and interpersonal strengths and areas for development.
2. Reflect on experiences to grow and develop.
3. Seek feedback and take action to develop personally and professionally.
4. Demonstrate humility and willingness to continually improve.
5. Demonstrate awareness of impact on and perception by others.
6. Commit to the growth and development of other adults

Timeline

March 15 - Applications Due

April - Interviews

May 15 - Notification of acceptance

September - Begin coursework through approved principal licensure program.

Financial Support

Each successful candidate will be responsible to select a Principal Licensure program that will successfully lead to a principal license in the state of Iowa. The candidate must receive approval of their specific program from the superintendent of schools prior to receiving financial support from the diocese. Candidates are expected to complete the principal licensure program in no more than three calendar years from the date of entry into the program.

The Diocese of Sioux City will provide up to a maximum of \$7,500 or 50% of tuition fees, whichever is less for one individual. Candidate must maintain a B average on a 4.0 scale to be reimbursed. The fees will be reimbursed after the candidate has completed the program.

In return for this financial investment, the Diocese of Sioux City expects that the candidate will provide three additional years of service at one of our Catholic schools. Each year the candidate serves in a Catholic school after completing the Principal Development Program, the diocese will reimburse 1/3 of the expense incurred by the diocese, up to \$2500. If the candidate leaves prior to completing three years of service after graduation, he/she will be charged a graduated amount dependent on the number of years they did serve. In some instances, local schools may choose to contribute towards the cost of the program. The details of these arrangements will be developed collaboratively between the Diocesan Superintendent, the local school, and the candidate.

Completion of the program is not a guarantee of receiving a principal's position. However, those who successfully complete the program will have an extensive knowledge and experience in Catholic school administration making them strong candidates for openings.

For additional details contact:

Patty Lansink
Superintendent of Schools
Diocese of Sioux City

712-233-7535 or pattyl@scdiocese.org

Professional Teaching / Administration: Please complete this section of the application even if a resume is being submitted. Include all educational employment. Attach separate sheet if necessary.

Years	School	Grade/Subject/Position	Immediate Supervisor	Phone/e-mail address	Reasons for Leaving?

Iowa Teaching License Information:

Folder No. _____ Class _____ Endorsements _____
 Approvals _____ Expiration Date _____

***Provide an essay on philosophy of Catholic education and leadership.**

Your response will help us to better understand the strengths you can bring to administration in general, and to a Catholic School in particular. Please attach your essay to this application.