PRINCIPAL
Start Date: August 2020

saintgertrude.org/principal
benedictinecollegeprep.org/principal
MISSIONS

SAINT GERTRUDE HIGH SCHOOL
Saint Gertrude High School, an independent Catholic, college-preparatory school, prepares and inspires young women to meet the challenges of their changing world.

BENEDICTINE COLLEGE PREPARATORY
We will form Christian men of conscience, discipline, and achievement.

OVERVIEW

The Benedictine Schools of Richmond, the largest Catholic secondary education organization in Richmond, seeks a dynamic individual who will assume the programmatic leadership of both Saint Gertrude High School and Benedictine College Preparatory. The principal is charged first with coordinating the relocation of Saint Gertrude High School to the Benedictine Abbey campus while aligning school cultures and schedules in an exciting coordinate program structure. The principal will own the spiritual, academic, leadership, and athletic programs of the two schools, finding synergies that lead to the development of The Benedictine Schools of Richmond culture while respecting the single-sex programs that form its foundation. The incoming principal must be a faith-filled and visionary leader who excels at building teams, collaboration, and transformational leadership. The principal will report directly to the president of The Benedictine Schools of Richmond.

Fast Facts

- **Total Enrollment**: 430
- **Total Faculty**: 60
- **Student/Teacher Ratio**: 9:1
- **Average Class Size**: 15
- **Annual Budget**: $9,000,000+
- **Religious Affiliation**: Catholic
- **Tuition**: $19,500-$19,800
- **Acres Campus**: 50
- **Diversity**: 29%
- **Accredited By**: VAIS

2 High Schools

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MESSAGE FROM THE PRESIDENT

Thank you for your interest in serving as principal of The Benedictine Schools of Richmond!

This is an exciting opportunity to participate in the new vision for Catholic secondary education in Richmond. For more than a century, the monks and sisters of the Benedictine Order have stewarded the spiritual and intellectual formation of the young men and women of Richmond. The school communities of Saint Gertrude and Benedictine have long been bound by traditions and relationships. However, it is the Benedictine charism, with its focus on community, hospitality, and stewardship, that unite the schools at their cores and is foundational to The Benedictine Schools of Richmond. The many sisters and monks who taught at these schools for generations lived that charism, and they are proud of this new partnership for The Benedictine Schools of Richmond.

The Benedictine Schools of Richmond is looking for a principal who will develop the culture of this unique, two-school community. The ideal candidate will have an understanding of the equal dignity of the sexes and their complementarity, but also appreciate the differences inherent to the educational styles of all-boys and all-girls education. The qualified candidate will have experience in educational leadership, an entrepreneurial spirit, and experience working with Catholic institutions.

I look forward to welcoming the initial principal of The Benedictine Schools of Richmond and working together with him or her on this exciting vision for Catholic education!

JESSE GRAPES
President, The Benedictine Schools of Richmond
**HISTORY**

In 1922, the Benedictine Sisters of Virginia founded Saint Gertrude High School with four Benedictine Sisters as faculty members, and Sister Gertrude Head, OSB serving as the first principal. From the beginning, Saint Gertrude High School maintained a high standard of excellence through an affiliation with the Catholic University of America. In 1996, the U.S. Department of Education named Saint Gertrude High School a Blue Ribbon School of Excellence. This is a national honor that recognizes the top 250 schools in the United States. Saint Gertrude was also named to Virginia Living’s Top High Schools and Colleges for 2014 and 2019. Since its founding, Saint Gertrude High School has been the “sister school” to Benedictine College Preparatory. The two schools’ ceremonies, traditions, and programs have been intertwined since their earliest days.

**VALUES**

Saint Gertrude High School is animated by the Benedictine values of community, hospitality, and stewardship, finding strength in prayerful spirituality, beauty in God’s creation, and joy in serving others. The school prides itself on fostering a diverse, nurturing, and inclusive community. Saint Gertrude High School develops the whole student by stimulating pursuit of intellectual excellence, physical well-being, expressive creativity, and spiritual discovery. Students exhibit high moral character in the way they show respect for themselves and others.
**HISTORY**

Benedictine was founded in 1911, under the name Benedictine College, by the monks of Belmont Abbey, North Carolina. The monks drew inspiration for their educational mission from European and American Benedictine institutions of higher learning. They adopted the successful and prestigious military academy model for Benedictine in order to promote a disciplined approach to studies and virtue, which meshed well with the monastic lifestyle. The aim of the boys’ school, at its founding and still today, is to form young men in body, mind, and soul – to nourish a love of truth, foster the life of virtue, and promote a healthy life. Benedictine has served as the “brother school” to Saint Gertrude for nearly 100 years, united by the Rule of Saint Benedict and many traditions and relationships that the schools continue to share.

**VALUES**

Benedictine is animated by a pursuit of faith, scholarship, and leadership. Spiritual formation enjoys pride of place in the school’s outcome goals, seeking to develop “men of faith and character” first and foremost. The daily academic program is rigorous and structured, in order to help boys grow in self-discipline. Leadership development is a core competency of Benedictine, providing young men the opportunity to lead their peers at a very young age. In keeping with the Benedictine order’s appreciation for “community,” the school believes strongly in the value of face-to-face communication, in both its leadership program and in the classroom, where teacher and peer relationships are developed authentically and affectionately.
RICHMOND, VIRGINIA

An economically progressive city and Virginia’s capital, Richmond offers a wealth of amenities not easily found among other East Coast municipalities.

Richmond’s attractiveness can be measured in numerous ways:

- Beautiful neighborhoods with striking architecture
- Vast cultural and educational heritage befitting its more than 200,000 citizens (with 1.3 million in the Richmond MSA)
- Noted historic prestige tracing back to the early English settlers

Nationally recognized for its vitality and New Economy embrace, Richmond’s diversified employment base extends from chemical, food, and tobacco manufacturing to biotechnology, semiconductors, and high-tech fibers. The city consistently ranks among “Best Places to Live and Work in America” in several national publications.

Richmond is among a handful of mid-sized cities to offer a flourishing cultural community enhanced by several first-class museums and prominent universities, its own symphony, professional ballet and opera, as well as numerous theater companies and art galleries.

While offering easy access to the ocean, mountains, and our nation’s capital, Richmond is home to countless pastimes. Trendy boutiques and restaurants, numerous sports and entertainment attractions, one of the nation’s largest river park systems, and a treasure trove of historic landmarks provide enjoyable recreational opportunities for all ages.

For the five million people who visit each year, Richmond is increasingly recognized for many distinguished, yet unheralded, qualities long enjoyed by those who already live here.
The principal of The Benedictine Schools of Richmond is an entirely new position. The leader chosen for this position will be charged with connecting the century-old cultures, traditions, and educational programs of two historic Richmond institutions. The principal will be the internal face and respected leader of the institutions. He or she will stimulate high performance in the schools’ programs, ensure equal dignity for both schools and students, and seek mutually beneficial synergies while respecting the individuality of each school culture.

The first principal of The Benedictine Schools of Richmond will be mindful of these goals and opportunities:

- **Instilling a vibrant Catholic identity**
  The principal will own all of the educational programs of the schools – spiritual, academic, leadership, and athletic. First and foremost, the principal will be responsible for ensuring a vibrant Catholic identity including prayer, liturgical, and charitable services. The principal will incorporate the Benedictine values of community and hospitality into all of the schools’ activities.

- **Integrating two school cultures on one campus**
  The principal will be the leader who develops a one-campus culture. While being mindful to support the individual traditions of the schools and a commitment to single-sex education, the principal will seek opportunities to build a one-campus culture built upon the equal dignity and complementarity of the sexes.

- **Enhancing the value proposition**
  The principal will be an enthusiastic and intellectual leader who will seek innovative strategies to develop the academic, athletic, and leadership profiles of the schools. Enrollment management is a priority. Communication of the schools’ successes to assist in the attraction of future students is critical.

- **Planning for attractiveness and efficiency**
  The principal will be the decision maker on campus facilities usage and programmatic scheduling. He or she will also assist in the design process for new campus facilities, including the new girls’ high school and athletic fields. The principal will also be the decision maker in assembling the academic, spiritual, leadership, and athletic staffs that will support the two schools.
Desired Qualities and Qualifications

The Benedictine Schools of Richmond is committed to providing students, faculty, and staff with a principal who is entrepreneurial, enthusiastic, and team-centered.

The ideal candidate is a:

- Faith-filled practicing Catholic with unwavering commitment to Catholic education, an appreciation for the Benedictine tradition and values, and a strong record of service to the Church
- Visionary and strategic leader with an institution-builder mindset
- Relationship and team builder who will be a high profile, joyful presence in the community
- Natural salesperson who develops positive relationships, even while solving problems and navigating difficult situations
- Logical decision maker with experience in executive leadership positions
- Educational leader with a natural intellectual curiosity, a vision for academic excellence, and fluency in pedagogical trends
- Financial steward who has experience working with budgets and income statements and who possesses a well-developed financial acumen
- Personnel manager who has experience with professional development, employment evaluations, and human resource management

To Apply

Interested and qualified candidates should submit electronically in one email and as separate documents (PDFs) the following materials:

- A cover letter expressing interest in the principal position
- A current resume
- A completed employment application (available at both www.benedictinecollegeprep.org/principal or www.saintgertrude.org/principal)
- An essay titled “My Worldview”
- A list of five professional references with name, phone number, and email address of each (references will not be contacted without candidate’s permission)

Please send the complete packet to:
Jaime Harmeyer
Benedictine Schools of Richmond
Jharmeyer@benedictineschools.org

Complete application packages will be accepted through May 1, 2020. The ideal candidate will be eligible to begin work on August 1, 2020.