



McQuaid Jesuit High School Principal

Job Summary

- McQuaid Jesuit, a Catholic school in Rochester, NY, teaching boys' grades 6-12, is seeking a High School Principal. The High School (HS) Principal serves as the chief academic and educational leader of the high school and is responsible for ensuring that the school's academic program, student experience, faculty, and daily operations reflect the mission and values of a Jesuit, Catholic, college-preparatory high school.
- Working in close collaboration with the President, the HS Principal provides strategic and operational leadership for the high school, supports and evaluates its faculty and staff, advances academic excellence, promotes student formation and well-being, and helps foster a vibrant school community rooted in the Jesuit tradition of educating men for and with others.
- The HS principal is an active member of the school's senior leadership structure and works closely with the Executive Council, Academic Council, faculty, staff, students, parents, alumni, and the Board of Trustees to advance the mission and strategic priorities of McQuaid Jesuit.

Primary Duties and Responsibilities

1. Academic Leadership

- Provide vision, leadership, and oversight for all aspects of the academic program.
- Ensure that the curriculum reflects McQuaid Jesuit's mission, academic standards, Jesuit identity, and commitment to developing the whole person.
- Work collaboratively with the Dean of Academics (DOA), department chairs, academic specialists, counselors, and faculty to strengthen teaching and learning.
- Promote academic rigor, innovation, and continuous improvement while maintaining appropriate support for students with diverse learning needs.
- Work with the DOA to oversee the evaluation and development of curriculum, courses, programs, and academic policies.
- Encourage thoughtful and intentional use of educational technology, including evaluating effective emerging technologies and artificial intelligence.
- Monitor academic achievement and use relevant data to identify areas for improvement and opportunities for growth.
- Support college counseling and ensure that the academic program appropriately prepares students for success beyond McQuaid Jesuit.

2. Executive and Institutional Leadership

- Serve as a key member of the school's senior administrative leadership team.
- Work closely with the Executive Council to establish priorities, address institutional challenges, develop policies, and ensure effective communication and collaboration across the school.
- Partner closely with the President in advancing the strategic vision and priorities of McQuaid Jesuit.
- Collaborate with the President and administrative team on budgeting, staffing, enrollment, facilities, technology, and other institutional priorities.
- Help ensure alignment among academic, student-life, athletic, advancement, admissions, and operational programs.
- Communicate effectively with faculty, staff, students, parents, alumni, and other constituents regarding important school initiatives and decisions.

3. Faculty and Staff Leadership

- Recruit, hire, supervise, support, and evaluate HS faculty and designated staff.
- Develop a culture of professional excellence, collaboration, accountability, and continuous growth.
- Support the DOA, department leaders and appropriate administrators to establish meaningful professional development opportunities for faculty and staff.
- Promote faculty morale, collegiality, and a strong sense of community.
- Recognize and celebrate faculty and staff contributions to the mission and life of the school.
- Address personnel concerns in a timely, thoughtful, and professional manner.

4. Student Experience, Formation, and Well-Being

- Ensure that student experience and well-being remain central to the school's educational mission.
- Support programs that promote student formation, character development, leadership, service, and the Jesuit ideal of being men for others.
- Work closely with the Deans, Counseling Department, Mission and Ministry, and other student-support personnel.
- Provide leadership in the development and implementation of student-support systems and interventions.
- Promote a school culture characterized by respect, inclusion, belonging, responsibility, and high expectations.
- Support appropriate disciplinary policies and practices that are consistent, restorative, educational, and aligned with the school's mission.



- Remain visible and engaged in the daily life of the school and regularly interact with students.

5. Board of Trustees Engagement

- Serve as a key administrative liaison to the Board of Trustees.
- Participate on appropriate Board of Trustees committees and sub-committees, providing academic, operational, and educational expertise.
- Prepare reports and presentations for Board meetings and committee meetings as requested, with relevant information regarding academic performance, student experience, faculty and staff, enrollment, educational trends, and institutional priorities.
- Work collaboratively with Board members while maintaining appropriate distinctions between governance and school administration.
- Assist the President and Board in developing and implementing strategic initiatives.

6. Jesuit and Catholic Mission

- Demonstrate a deep commitment to the Catholic and Jesuit identity of McQuaid Jesuit High School.
- Support the school's mission of educating the whole person—cura personalis—through academic excellence, spiritual formation, character development, service, and leadership.
- Collaborate with Mission and Ministry to strengthen the Jesuit character of the educational experience.
- Ensure that academic and student-life decisions are consistent with the school's mission and Jesuit values.
- Support opportunities for students and faculty to engage in reflection, service, faith formation, and experiences that deepen their understanding of what it means to be men for and with others.
- Understands and is committed to the Mission of Jesuit Education and Formation
 - includes a requirement for guided individual Ignatian formation.

7. Parent and Community Relations

- Maintain positive and productive relationships with parents and families.
- Communicate clearly and consistently regarding academic programs, school policies, student expectations, and major initiatives.
- Represent McQuaid Jesuit at school, community, educational, and Jesuit events.
- Develop strong relationships with other Jesuit schools, Catholic educational organizations, colleges and universities, and community partners.
- Serve as an ambassador for the school and its mission.

8. School Operations and Student Safety

- Provide leadership and oversight for the effective day-to-day operation of the school.
- Work with administrative colleagues to ensure that school policies and procedures are implemented effectively and consistently.
- Support initiatives related to student safety, security, emergency preparedness, and crisis response.
- Ensure that school policies comply with applicable Jesuit School Network, USAE, state, and federal requirements.

9. Strategic Planning and Continuous Improvement

- Help develop, implement, and evaluate the school's strategic plan.
- Establish measurable goals for academic excellence, student experience, faculty development, and institutional growth.
- Encourage innovation while thoughtfully evaluating new educational practices and technologies.
- In collaboration with the DOA and the Director of Counseling, regularly assess the effectiveness of academic programs and student-support initiatives.
- Use data, research, faculty input, student feedback, and parent perspectives to inform decision-making.
- Lead changes thoughtfully, communicating the rationale, goals, and expected outcomes of significant initiatives.

Additional Responsibilities

- Other duties as assigned.

Leadership Characteristics

The successful candidate will demonstrate:

- A deep commitment to the Catholic and Jesuit mission of McQuaid Jesuit.
- Exceptional educational and academic leadership skills.
- Strong interpersonal and communication skills.
- The ability to build trust and foster collaboration.
- A visible commitment to students and student well-being.
- High levels of integrity, judgment, professionalism, and discretion.
- The ability to make and execute difficult decisions while maintaining strong relationships.
- A commitment to faculty and staff development and morale.
- Strategic thinking combined with strong organizational and operational skills.
- A willingness to listen, seek input, and build consensus while providing decisive leadership.
- An appreciation for tradition while embracing thoughtful innovation.



- The ability to work effectively with the President, Executive Council, Academic Council, Board of Trustees, faculty, staff, students, parents, alumni, and community partners.

Core Leadership Priorities

The principal should consistently focus on the following priorities:

- Strengthening the academic excellence and rigor of McQuaid Jesuit.
- Enhancing the student experience and promoting student well-being.
- Strengthening faculty and staff morale, professional growth, and collaboration.
- Advancing the Jesuit and Catholic identity of the school.
- Supporting thoughtful and intentional use of technology in teaching and learning.
- Building strong relationships with students, parents, faculty, staff, alumni, and the broader McQuaid Jesuit community.
- Working collaboratively with the President, Executive Council, Academic Council, and Board of Trustees to advance the long-term mission and strategic priorities of the school.

Education and Experience Requirements:

- Master's degree required, advanced degree in educational leadership, administration, curriculum, or a related field preferred.
- Significant experience in secondary education, preferably in a Catholic or Jesuit school environment.
- Demonstrated success as an educational leader, administrator, department chair, principal, assistant principal, dean, or comparable position.
- Strong understanding of curriculum, instruction, assessment, faculty development, and student support.
- Experience leading collaborative teams and managing complex organizational initiatives.
- Demonstrated commitment to professional growth and lifelong learning.
- Familiarity with Jesuit education and the mission of Catholic secondary education strongly preferred.

Physical Demands

- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the position involves walking, standing, lifting, and bending. The person is also required to talk and hear. The position is required to frequently stand, walk, sit, and reach with hands and arms. Part of the duties may include lifting and carrying boxes as needed. Frequent and regular repetitive movements required using the wrists, hands, and/or fingers. The employee will occasionally lift and/or move up to 40 pounds.



Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment: Fast-paced school environment working in a school and/or office setting.

Position Type and Expected Hours of Work:

This is a 12-month, full-time position. 40 hours per week – exempt level position.

Salary range: \$120,000.00 to \$160,000.00

Accountability

The principal reports directly to the President of McQuaid Jesuit High School and works within the governance structure established by the Board of Trustees. The principal is accountable for the academic and educational leadership of the school and for ensuring that the daily educational experience of students reflects the mission, values, and strategic priorities of McQuaid Jesuit High School.

How to apply:

Candidates should send a cover letter, and resume to employment@mcquaid.org on or before Nov. 16th at 3pm. For more information about McQuaid Jesuit, please visit our website www.mcquaid.org.

Equal Opportunity Employment Policy

It is McQuaid Jesuit's policy to provide equal employment opportunities to all applicants for employment, consistent with federal, state, and local laws. Accordingly, all applicants for employment are to be treated without regard to race, color, religion, sex, age, national origin or citizen status, qualified handicap, sexual orientation, marital or veteran's status, or inconsequential handicaps. This policy pertains to every aspect of an individual's relationship with the school, including but not limited to, recruitment, selection, compensation, benefits training, promotion, transfer, discipline, or termination.



About McQuaid Jesuit

Mission:

- McQuaid Jesuit is a Catholic, Jesuit, college-preparatory school that inspires young men to realize their God-given gifts through the pursuit of excellence in all things, service to others, and a lifelong commitment to justice.

Core Values:

- A Faith that Includes: The message of the Gospel and the life of Saint Ignatius Loyola empower us to find God in all things and in all people.
- A Life of Learning: The pursuit of excellence, and the development of critical thinking skills lead us to actively engage in the complexities of our world.
- A Spirit of Empathy: Service with and for others fosters a spirit of empathy and a desire for reconciliation and justice.
- A Call to Leadership: Students are called to be leaders within our school and in their communities, guided by sound conscience and grounded in humility.
- An Appreciation of Diversity: The diversity of the McQuaid Jesuit experience inspires gratitude in our students and prepares them to excel in a global community.

Enrollment:

- 740

Year Founded:

- 1954

School Profile Info:

- <https://mcquaid.org/wp-content/uploads/2023/06/2022-2023-profile-web.pdf>

Location:

- Rochester, New York

Website:

- <https://mcquaid.org/>

Administration:

- <https://mcquaid.org/directory/>

**Board of Trustees:**

- <https://mcquaid.org/about/board-of-trustees/>

Enrollment View Book:

- <https://mcquaid.org/wp-content/uploads/2025/09/Admissions-View-Book-25-26-No-Bleeds.pdf>

Formation for Mission:

- <https://mcquaid.org/ignatian-ministry/office-of-ignatian-identity/>

Why All Boys?

- The single-sex model is a tested, proven approach to education popular in hundreds of schools around the country, both public and private. Research confirms that boys and girls learn differently, McQuaid embraces these differences through an educational model that is distinctly attuned and beneficial to the rhythms of adolescent life.
- Adolescence can be a time of turbulence, questioning, and formidable peer pressure. An all-boys setting allows students to be themselves without worrying about what girls think, pursuing interests and talents regardless of social stereotyping.
- Simply being an all-boys' school doesn't guarantee success. Leadership from adults who understand the responsibility of teaching boys to become Great Men of character is essential.

Profile of the Graduate

During his time at McQuaid Jesuit, a student should grow in a personal relationship with Christ. He should come to realize the call to build God's kingdom on earth. Just as the motto of all Jesuits is, "For the Greater Glory of God," the students should come to the same orientation of making choices that honor God. Specifically, the student should be marked by a number of characteristics:

- **Intellectually Competent:** A McQuaid Jesuit graduate is highly educated in a wide spectrum of academic disciplines. He is trained in powers of reasoning, imagination, expression, freedom of choice and value formation, and sensitive and appreciative of aesthetics. With this background, he is beginning to become both confident of success and capable as a leader in service to others.
- **Loving:** A McQuaid Jesuit graduate is able to move beyond self-interest or self-centeredness in his relationship with others. His relationships deepen as he accepts and cherishes other people, and he begins to integrate his concerns, feelings, and sexuality into his whole personality.



- **Open to Growth:** A McQuaid Jesuit graduate understands the Jesuit credo that it is more important to learn how to learn, to desire to go on learning through life, and to come to a deeper appreciation of the richness of God and his creation. Consequently, he strives for an ongoing development of imagination, feelings, conscience and intellect, and he recognizes new experiences as opportunities to further his growth.
- **Religious:** A McQuaid Jesuit graduate is motivated by love of God and others in such a way that his decisions in life are being made more for the glory of God and service to his community than for his own perceived needs.
- **Committed to Justice:** A McQuaid Jesuit graduate understands Jesuit education teaches that the ultimate goal in developing one's talents – the gifts from God – is not self-gain but the good of the human community. In light of this realization, he is developing the attitude of mind that sees service to others as more self-fulfilling than success.

About Rochester

McQuaid Jesuit is deeply connected to the Rochester community and its strong sense of service, education, and community. Rochester has a longstanding tradition and reputation of caring for others, valuing education, and investing in the common good - attributes that align closely with the Jesuit principle of being Men for Others.

With more than one million residents, the greater Rochester metropolitan area offers the resources and opportunities of a larger city while maintaining a strong sense of community.

- The region is home to more than 15 colleges and universities, a highly educated workforce and a diverse economy anchored by organizations such as the University of Rochester, Wegmans, RIT, Paychex, Constellation Brands and Bausch + Lomb.
- Rochester is also nationally recognized for its strengths in STEM, optics, photonics, technology and the arts.

McQuaid Jesuit has strong connections throughout the community.

- Alumni, families and friends of the school serve in leadership roles across Rochester's businesses, universities, hospitals, nonprofits and civic organizations.
- These relationships provide McQuaid students and graduates with opportunities to explore their interests, pursue meaningful careers and contribute to the community in areas ranging from education and healthcare to business, technology, ministry and the arts.

Rochester is:

A College Town: Rochester is home to over 15 colleges and universities and ranked sixth nationwide in college students per capita.

- **University of Rochester**



- **Rochester Institute of Technology**
 - **National Technical Institute for the Deaf (NTID)**
- **St. John Fisher University**
- **Nazareth University**
- **Hobart and William Smith College**
- **State University of New York**
 - **Geneseo**
 - **Brockport**
- **Roberts Wesleyan**

Members of the McQuaid Jesuit community have connections at all these places and can assist members of the Jesuit contingent in their pursuit of any interests they may have to work, study or volunteer there.

An Educated Community The Center for Governmental Research has identified Rochester as the nationwide leader in STEM graduates per capita, and #2 nationwide for Performing Arts degrees per capita. The school's \$14 million Wegman Family STEM Center and performing arts facilities reflect these shared community values and provide students with opportunities to develop technical, creative and collaborative skills.

A Caring Community Rochester has a lasting tradition of caring for those most in need. Ranked #1 nationwide for United Way per capita giving, and #2 nationwide for volunteerism, these values are consistent with McQuaid Jesuit students. Each student completes a capstone project and a minimum of 100 hours of service, preparing to continue living the Jesuit call to serve others long after they leave McQuaid. Many graduates go on to serve in the Jesuit Volunteer Corps, as AmeriCorps volunteers, or as volunteers in other community-based programs across the country.

Support for the McQuaid Jesuit Mission

The McQuaid Jesuit community has generously donated their time by volunteering countless hours at the school and their resources with more than \$40 million to expand and enhance the campus over the past 15 years. These contributions have funded the new Wegman STEM Center, the performing arts center, as well as our new chapel, our new Mission and Ministry area, new cafeteria, new fitness center, Veterans Memorial and more. Together, these additions give students and graduates countless opportunities to learn, serve and make a positive impact close to home and beyond.

Regional Information and Resources:

<https://www.visitrochester.com/>