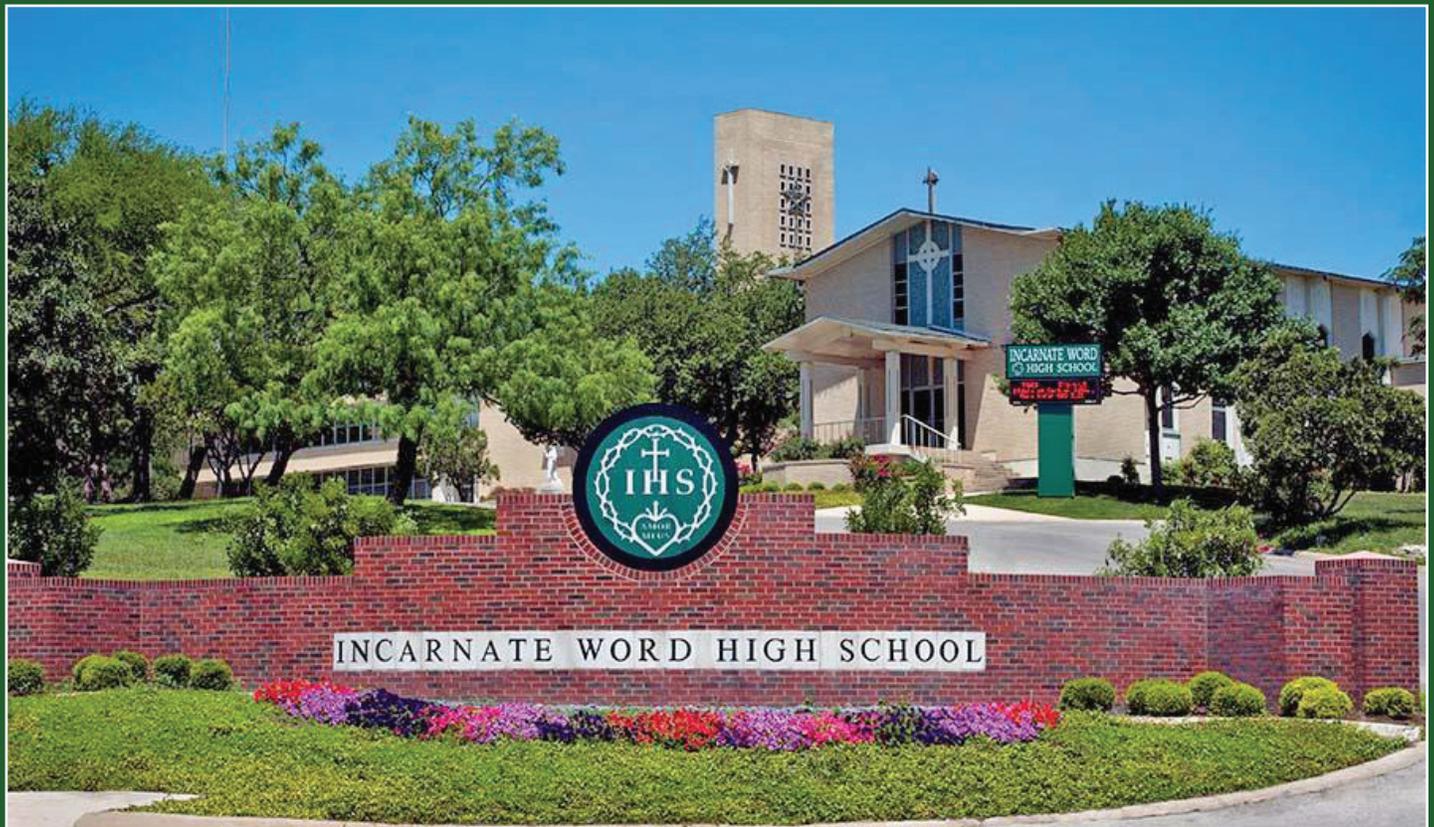




# Principal

SEARCH PROSPECTUS



## Incarnate Word High School

SAN ANTONIO, TX

[www.incarnatewordhs.org](http://www.incarnatewordhs.org)

START DATE – JULY 2019



## Mission Statement

In a faith-based preparatory environment, Incarnate Word High School prepares confident young women dedicated to academic excellence, Christian service and social justice.

## Vision Statement

Grounded in academic excellence and service, Incarnate Word High School will be the premier Catholic college preparatory institution for young women.

## Core Values

- Academic Excellence
- Integrity
- Service
- Community of Faith
- Compassion
- Stewardship



## Philosophy

Rooted in the mission of the Sisters of Charity of the Incarnate Word, Incarnate Word High School promotes a thorough knowledge of the Catholic faith. Through a faith-based intellectually rigorous curriculum, the school provides opportunities for each student to develop self-discipline and all the dimensions of her person: intellectual, spiritual, moral, social, athletic, and aesthetic. The school community encourages young women to be confident and strong citizens of our nation as well as the global community. Incarnate Word High School nurtures young women who will be sensitive to the mediated character of God's presence with us and to the needs of the poor. Incarnate Word strives to develop leaders who promote human dignity; are committed to social justice; and, through their spirit of Christian service, represent the healing presence of God in today's world.

## The School

Incarnate Word High School (IWHS) is a private, Catholic, day and boarding college preparatory school for young women, grades nine through twelve, founded in 1881 by the Sisters of Charity of the Incarnate Word. In 1989, the University of the Incarnate Word entered into a collaborative agreement (The Brainpower Connection) with the high school. Since then, all college facilities have been available to the high school students. IWHS is located in north central San Antonio and connected to the campus of the University of the Incarnate Word by a skybridge. The student body is drawn from all areas of the city, surrounding communities as well as Mexico, Latin America, and Asia. IWHS maintains the accreditation standards of the Texas Education Agency through the Texas Catholic Conference Education Department and the Southern Association of Colleges and Schools.

## Academic Philosophy

It is felt within the hearts and minds of the Shamrock Community that there is a great responsibility to provide outstanding academic programs and support that are necessary to prepare young ladies for the best educational and career paths they choose upon graduation from IWHS. As a community, the faculty and staff are committed to a unique approach, using the vehicle of the modular system, to ensure students become responsible and empowered young women. Collectively, the focus is on academic excellence, rigorous and competitive curriculum that is aligned with state and national standards, college readiness

preparation, and a framework that prepares students intellectually, spiritually, socially, and mentally.

IWHS is proud of their professional teaching staff composed of highly qualified educators who continue to improve their education, knowledge, and skills. They believe that by providing a safe, orderly, and accepting environment, students will maximize their academic potential as well as develop the necessary skills to respectfully and maturely interact with peers. As Incarnate Word Shamrocks, this will only reinforce and support their development into well-rounded, empowered young ladies ready to move to the next challenge in life.

## Academics within its widely-popular Modular Schedule

At IWHS, supportive faculty and staff encourage each student to utilize the tools provided her to create her own story. With a unique modular schedule, students learn to customize their academic journeys to balance college-preparatory coursework, dual enrollment courses, athletics, extra-curricular activities and community service. There are seventeen mods per day, each consisting of twenty minutes. Most



classes are two to three mods in duration. This modular schedule provides each student with scheduled class time as well as “open lab” time for library research, testing, classroom or laboratory activities, and individual consultation with faculty members. Students have the responsibility of planning for the “open lab” time in their daily schedules. In addition to this daily planning, Learning Activity Packets (LAP’s) are distributed with several weeks of assignments in advance to enhance student ability to develop time and task management skills that are an essential part of college preparation.

Designed to challenge college-bound students, the IWHS curriculum offers on level, and/or 12 Pre-Advanced Placement, and 12 Advanced Placement courses. Advanced Placement courses offered include AP Biology, AP Calculus AB, AP Calculus BC, AP Chemistry, AP English Language and Composition, AP English Literature and Composition, AP Latin: Vergil, AP Spanish Language, AP U.S. Government, AP Comparative Government, AP Macroeconomics and AP United States History. In addition, students have the opportunity to participate in Senior Connection, a dual credit program with the University of the Incarnate Word. All courses taken through the University of the Incarnate Word are taught by university professors, are taken on the university campus or online, and are designated college level courses.

## The Brainpower Connection

Incarnate Word High School is a member of the Brainpower Connection, a circle of support, influence and collegiality established when five different institutions -- their faculties and students -- connect to share their brain power. The schools in the Brainpower Connection include the University of the Incarnate Word, IWHS, St. Anthony Catholic High School (coed), St. Anthony Elementary School, and its developmental pre-school, the Katherine Ryan Program, and St. Peter Prince of the Apostles Elementary School. The two high schools of the Brainpower Connection are under the management of the University of the Incarnate Word.

## FAST FACTS



**452**  
Students



**12**  
AP classes



**4**  
National Merit Commended  
Scholars in Class of 2018



**6**  
National Hispanic Scholars in  
Class of 2018



**12**  
National Achievement  
Scholars in Class of 2018

## FAST FACTS



**\$9,100,081**

total college scholarships  
earned by the  
Class 2018



**16:1**

Student to  
teacher ratio

**236**

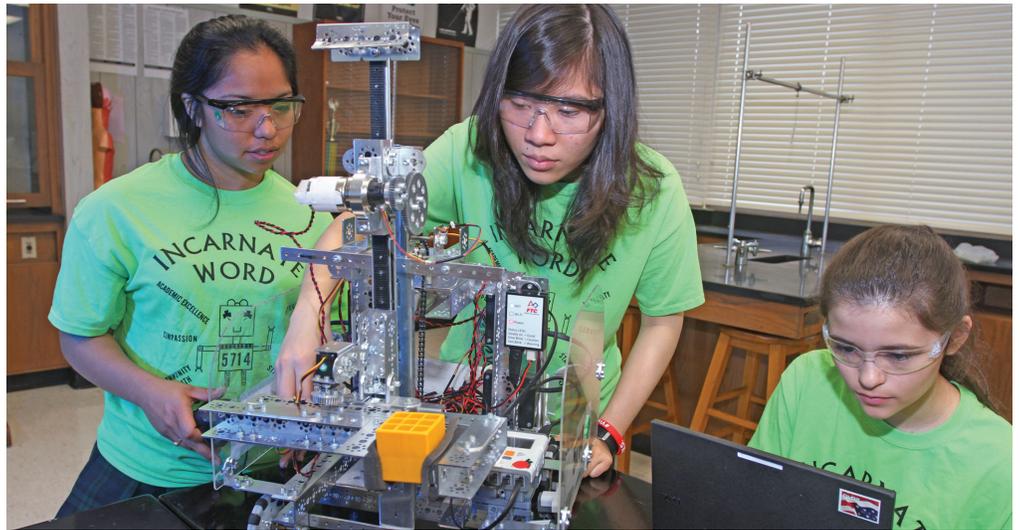
dual credits earned  
in 2018



Nearly

**50,000**

service hours performed annually  
by hundreds of young women  
writing their own stories



### College Connection

In addition to on-campus college-level courses, IWHS also partners with the University of the Incarnate Word for the Senior Connection Program. This program enables driven IWHS students the opportunity to earn three-nine hours of college credit per semester by attending classes at the University. These credits apply toward high school graduation requirements and towards a degree at the University of the Incarnate Word or may transfer to another accredited college or university.

### Community Service

In the spirit of Christian service that encouraged and influenced the first Sisters of Charity of the Incarnate Word, IWHS seeks to “foster a sensitivity to and a recognition of social problems and injustices, and to engender a responsibility and an inclination toward corrective action voluntarily undertaken.” (Mission Statement of Congregation)

Service is an integral element of the IWHS experience. Students have a graduation requirement of one hundred service hours (a minimum of 25 each year enrolled as a student). This is one way the students share in the spirit of Christian service and social justice. In deciding what specific activities fulfill the service requirement, the most important criterion is one of need. The students are encouraged to identify needs in the community and to commit the greater percentage of service hours to those needs. The goal is to serve and learn from people themselves, particularly those who are disenfranchised from society. Helping other people and participating in works of justice are important for character development. Service is hard work and requires commitment. Involvement in service teaches the students that they are needed and that they make a difference.

Campus Ministry is designed to encourage the faith lives of students while encouraging and providing opportunities for service to the school and the wider community. When needed, each student is given assistance to discern her gifts and how she can best serve others.



## Athletics & Activities

In a faith-based preparatory environment, IWHS prepares confident young women dedicated to academic excellence, Christian service and social justice. Athletic activities provide opportunities that will help students develop physically, mentally and emotionally. IWHS athletic competition is viewed as a healthy educational and physiological activity because it challenges each student to excel, to discover her physical limits and to work cooperatively with team members. The focus of IWHS athletic programs is to improve the athlete's performance by emphasizing skill development, tactical training and improved fitness. All three phases of training are inherent to the ongoing success of Incarnate Word Athletics.



IWHS plays a significant role in every student's life. Athletes make up 55% of the student body in which they participate in one of three sports per school year. IWHS produces athletes that will compete at the next level which include schools such as Rice, LSU, Alabama A&M, and UTW.

## The Position and Expectations

The Principal serves as the educational leader, responsible for managing the policies, regulations, and procedures to ensure that all students are supervised in a safe traditional Catholic learning environment that meets the approved curricula and mission of the school. The Principal will be responsible for effective communication and a positive working relationship with the University of the Incarnate Word through its management function, the Sisters of Charity of the Incarnate Word, and the Archdiocese of San Antonio. The Principal will report to the Dean of Education at the University of the Incarnate Word.

IWHS seeks visionary and vibrant candidates prepared to continue the schools' 137 years of Catholic tradition and commitment to academic excellence for young women in grades 9-12. Embracing the dynamic diversity of the school, as well as understanding the importance and impact of a single gender high school where young women are empowered for tomorrow, the Principal will be the face of IWHS throughout San Antonio with a focus in the suburban regions and nearby urban neighborhoods. Paramount to success in this executive position is the candidate's proven ability to embrace the challenges of a unique and changing educational environment while respecting the mission, values, and traditions of a Sisters of Charity of the Incarnate Word education.

Ideal candidates will have a demonstrated passion for Catholic education, particularly the single gender secondary education of young women, and be well-versed in addressing the challenges and opportunities within our Catholic schools. S/he must be experienced with strategic planning, school finance and business management and have progressive teaching and administrative leadership experience in a college preparatory setting. With a visible executive presence in and outside the school community, the Principal must be comfortable in leading all areas of school advancement and associated initiatives. Candidates must possess exemplary communication and relationship building skills that inspire confidence and collaboration with all school constituencies.

Applicants are expected to be faith-filled practicing Catholics in good standing with the Church and possess an advanced degree in an educational field. Salary is competitive and commensurate with experience. Candidates are expected to be available to start on July 1, 2019.

## FAST FACTS



# 1117

Mean composite  
SAT score  
Class of 2018



# 24

Mean composite  
ACT score  
Class of 2018



# 8,000+

Alumni worldwide



# \$300,000+

in financial aid  
awarded annually

## Class of 2018 College Acceptances

Abilene Christian University  
Alcorn State University  
American University  
Austin College  
Barnard College  
Baylor University  
Belmont University  
Bentley University  
Blinn College  
Boston College  
Boston University  
Brandeis University  
Case Western Reserve University  
College of the Atlantic  
College of the Holy Cross  
Colorado State University  
Concordia University  
Creighton University  
Dallas Baptist University  
Denison University  
Drexel University  
Emerson College  
Fashion Institute of Design & Merchandising  
Fordham University  
Georgia Institute of Technology  
Georgetown University  
Green Mountain College  
Hendrix College  
Hofstra University  
Louisiana State University  
Loyola Marymount University  
Loyola University - Chicago  
Loyola University - New Orleans  
Marquette University  
Marymount Manhattan College  
Miami University - Oxford  
Midwestern State University  
New York University  
Northern Arizona University  
Northland College  
Northwest Vista College  
Notre Dame College of Ohio  
Occidental College  
Oklahoma State University  
Our Lady of the Lake University of San Antonio  
Palo Alto College  
Pennsylvania State University  
Pepperdine University  
Point Park University  
Portland State University  
Prairie View A&M University  
Purdue University  
Regis University  
Rhodes University  
Rice University  
Rochester Institute of Technology  
Saint Louis University  
San Antonio College  
San Diego State University  
Savannah College of Art and Design

## Challenges and Opportunities

Similar to Catholic schools across the country, IWHS faces the critical challenges of: sustaining and growing enrollment in a highly competitive market with a shrinking pool of prospective students, providing fair and competitive compensation for faculty and staff, implementing contemporary curriculum and related student learning experiences, keeping tuition at affordable levels, providing adequate levels of tuition assistance, and continually updating facilities to support academics, athletics, the arts and co-curricular activities. Supported by a respected network of local Catholic feeder schools, IWHS meets its challenges and views them as opportunities to grow stronger in service to its students and the community.

The next Principal will be met by a passionate group of dedicated constituents and stakeholders



who are excited for the school's promising future. Additionally, a significant alumnae association with capacity to support the financial needs of the school stands ready to be more fully engaged. Supported by a committed Board of Directors, University of Incarnate Word leadership and the Sisters of Charity of the Incarnate Word, IWHS is just hitting its stride and is poised to rapidly advance its market position in the region's competitive college preparatory market.

## Desired Qualities and Characteristics

- Practicing Catholic in communion with the Church who is a faith-filled and Christ-centered servant leader that embraces, models, and champions the traditions and values of the Catholic education and the Sisters of Charity of the Incarnate Word charism.
- Advanced degree in an education related field with a minimum of five years instructional and five years administrative and leadership experience in a college preparatory environment.
- Currently holds or is able to receive Texas Teaching Certificate and Texas Principal or Catholic School Leadership Certification.
- Ability to work effectively with individuals from diverse communities and cultures.
- Experience in strategic planning, implementation, fiscal management and oversight required.
- Accomplished and passionate academic leader, with a demonstrated ability to lead an extensive, innovative, and academically rigorous curriculum that ensures success for all students, based on high standards of excellence.
- Exceptional communication, interpersonal, and public speaking skills while serving as a highly visible public face of IWHS in building constructive relationships with all stakeholders.
- Accessible and approachable leadership style, with a willingness to relate to students while being extremely visible and interactive on campus and at school events.
- Demonstrates an understanding of the conditions for market leadership in a competitive college preparatory environment.
- Inspirational, humble, and authentic mentor who instills leadership in others.
- Able to establish immediate rapport and trust with students, faculty, staff, board members, parents, and alumnae communities.
- Skilled at identifying, attracting, developing, and retaining high-quality educators with a commitment and passion for delivering a transformational Catholic educational experience.
- Fair, fun and compassionate executive who embraces collaboration while leading with missionary zeal.



## Application Procedure

To apply, please submit the following materials, confidentially and as separate PDF attachments in one email to Michael Furey. Please include IWHS in subject field.

- 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 philosophy.
- List of five references including names, relationship, physical addresses, phone numbers and email addresses. No references will be contacted without your knowledge and approval.



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## Class of 2018 College Acceptances

CONTINUED

Schreiner University  
 Seton Hall University  
 Sewanee: The University of the South  
 Simmons College  
 Southern Methodist University  
 Southwestern University  
 St. Edward's University  
 St. Mary's University of San Antonio  
 Tarleton State University  
 Texas A&M University  
 Texas A&M University, Corpus Christi  
 Texas A&M University, Galveston  
 Texas A&M University, Kingsville  
 Texas A&M, San Antonio  
 Texas Christian University  
 Texas Lutheran University  
 Texas State University  
 Texas Tech University  
 Texas Woman's University  
 The American University of Paris  
 The College of Saint Rose  
 The George Washington University  
 The University of Alabama  
 The University of Texas, Arlington  
 The University of Texas, Austin  
 The University of Texas, Dallas  
 The University of Texas, El Paso  
 The University of Texas, San Antonio  
 Towson University  
 Trinity University  
 United States Coast Guard Academy  
 University of Arkansas  
 University of California - Davis  
 University of California - Riverside  
 University of California - Santa Barbara  
 University of Colorado at Boulder  
 University of Colorado at Denver  
 University of Colorado at Colorado Springs  
 University of Dallas  
 University of Houston  
 University of Illinois at Urbana-Champaign  
 University of Kansas  
 University of Mary Hardin-Baylor  
 University of Miami  
 University of Mississippi  
 University of North Texas  
 University of Notre Dame  
 University of Pittsburgh  
 University of the Incarnate Word  
 University of Virginia  
 Villanova University  
 Wake Forest University  
 Washington & Lee University  
 Washington State University



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