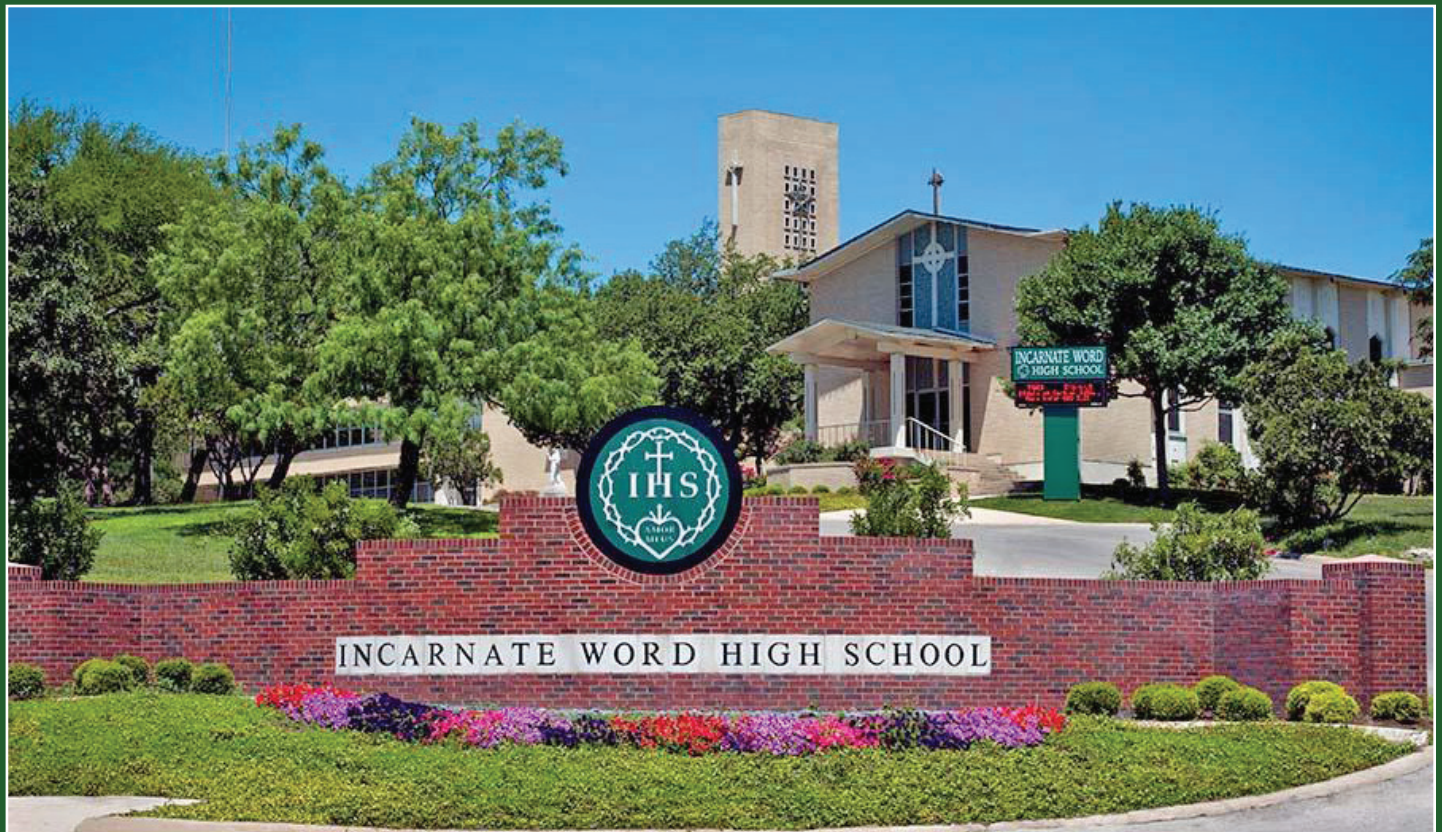




Principal

SEARCH PROSPECTUS



Incarnate Word High School

SAN ANTONIO, TX

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 institution-- 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

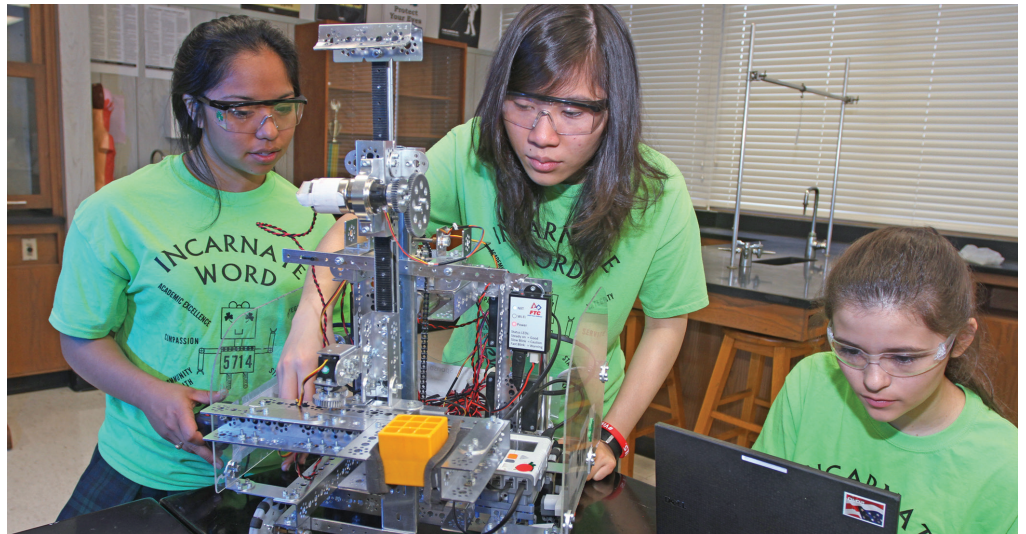
dual credits earned
in 2018



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 insures 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 alumni 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



**SCHOOL LEADERSHIP
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Partners in Mission School Leadership Search Solutions is the retained search division of Partners in Mission, the nation's leading full-service consulting firm focused exclusively on developing excellence in Catholic school advancement and leadership. As partners among ourselves and with our clients' missions, we value, understand, and embrace the importance of Catholic education in our personal and professional lives — and remain committed to ensuring its strength and vitality for years to come. Engaged by religious and school communities, boards and dioceses, our team of dedicated search consultants have identified and secured mission-driven professionals to serve in a myriad of diverse Catholic school and diocesan leadership positions from Massachusetts to Hawaii.

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