

Assistant Superintendent of Mission and Catholic Identity

Diocese of Raleigh - Office of Education

Employment Type: Full Time

Location: Raleigh, NC

Posted Date: March 07, 2023

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The **Assistant Superintendent of Mission and Catholic Identity** is the primary diocesan official responsible for ensuring Catholic schools adhere to the National Standards and Benchmarks for Effective Catholic Elementary and Secondary Schools (NSBECS) in the Domain of Mission and Catholic Identity in the Diocese of Raleigh. This position reports to the Superintendent of Schools. This position is based in North Carolina and may telecommute (within NC) after successful onboarding and training. [Please CLICK HERE to view the full prospectus for this opportunity.](#)

Salary will be determined within a range, commensurate with education and experience.

Hours per week: 40

Key responsibilities / day-to-day job functions

Responsibilities of the Assistant Superintendent of Mission and Catholic Identity include, but are not limited to:

- Promulgating the Mission and Catholic Identity Standards and Benchmarks of the NSBECS to all Diocese of Raleigh schools and ensuring their implementation in the daily course of operations of parish and diocesan schools.
- Articulating and fostering the evangelizing mission of the Church with the purpose of assisting school communities to reflect the parishes and communities we serve.
- Developing, implementing, and supervising a catechist certification program, with an emphasis on integrating Catholic Social Teaching and Gospel values, for all content area teachers grades PK-12.
- Developing and/or revising and implementing the religious education standards and teacher formation for Catholic schools in the Diocese of Raleigh in cooperation with the Director of Evangelization and Discipleship and the Director of Instruction.

- Overseeing all aspects of the diocesan-wide religion assessment program which includes coordinating assessment contract/details, facilitating principal/director and teacher professional development, establishing testing schedules, disaggregating data at both the campus and diocesan levels, communicating results to specified stakeholders, monitoring religion curriculum alignment and collaborating with principals to improve religion instruction.
- Planning spiritual formation opportunities for administrators, faculty, and staff.
- Aligning and revising Catholic school administrator handbook policies and standard operating procedures, practices, and protocols with Catholic Social Teachings and Gospel values.
- Overseeing and facilitating the parent grievance process in parish and diocesan schools.
- Performing other duties as assigned by the Superintendent.

The successful candidate will:

- Be an active, fully initiated, practicing Catholic dedicated to collaborative ministry and the advancement of the vision of the Church as promoted by the Second Vatican Council.
- Be committed to the evangelizing mission of the Church to foster school communities that reflect the parishes and greater communities we serve.
- Be dedicated to the spiritual growth of our administrators, faculty and students.
- Be a mission-driven leader with strong integrity, sound judgment, excellent collaborative skills.
- Possess a commitment to data analysis, curriculum alignment and the professional development of teachers.
- Exhibit exceptional verbal and written communication skills, proficiency in technology, and the ability to develop strategic intermediate and long-range plans.
- Be able to motivate others toward task accomplishment.

Minimum Requirements:

- Possess a master's degree in Curriculum and Instruction, Theology or Educational Leadership.
- Possess a minimum of 3-5 years of K12 classroom teaching experience. (Experience as a Religion/Theology Teacher or Curriculum Specialist preferred.)

- Possess or be eligible to be licensed as an administrator by the N.C. Department of Public Instruction. (Experience as a Catholic School Principal or Assistant Principal preferred.)
- Successfully complete all necessary criminal background and reference checks.
- Complete diocese-sponsored Safe-Environment Training within 30 days of employment.

Position Start Date: June 1, 2023