



THE MADELEINE SCHOOL

Leadership Search

PROSPECTUS

WELCOME!

to

The Madeleine School



OUR MISSION

The Madeleine School, a ministry of the Church of St. Mary Magdalene, is a faith-filled Catholic community committed to nurturing the growth of the whole child and furthering the reign of God. All are welcome.

Excellent Education with a Dedicated and Caring Faculty and Staff

- We have a strong academic reputation that prepares students for high school academically and socially.
- We have strong programs including advanced science, fine art, and special education.
- Our teachers are dedicated, collegial, creative, flexible, supportive, kind, and empathetic.
- We challenge our students to achieve academic excellence through a holistic curriculum that empowers them with knowledge, skills, and self-discipline.

Supportive Community

- Our families are highly engaged in our school, supportive with strong social ties and they value academic excellence.
- A strong sense of belonging exists at our school with each child known by name.
- Our school community prides itself on being caring, flexible, creative, and joyful.
- We build community based on love, understanding, and respect for the dignity of all people as modeled by Jesus Christ.

Christ-like Environment

- We collaborate with parents, the primary educators, to prepare our children to embrace life's opportunities and to live a life of Christian service.
- We are a mission-centered environment where students learn the values of Jesus and "see God in all things."
- The parish and school are united in engaging students and families to be joy-filled, compassionate, and authentically Catholic.



OUR VISION

We commit to discovering and developing the unique gifts of our students as they contribute to building the Body of Christ.

A LETTER FROM OUR PASTOR

Fr. Bonaventure Rummell



Dear Candidate,

With a joyful expectation, I am thrilled to invite you to consider joining our cadre of warm and experienced educators and support staff at the Madeleine School as our Principal.

The Madeleine School, in Northeast Portland, is within the Archdiocese of Portland and part of the parish of the Madeleine, named after our patroness, St. Mary Magdalene. The people of our school are continuously building upon the legacy of the heroic Sisters of the Holy Names of Jesus and Mary, religious sisters and educators, who founded the Madeleine School in 1912. Now, under the guidance of our bishop, Archbishop Sample, we are seeking to live this legacy through a “Mission Passionate Catholic Education,” which sees Catholic education as a most effective means of bringing Gospel values into the hearts of young people, and through them into society.

We are seeking someone to contribute their leadership gifts and experience to enrich our community, someone who wholeheartedly and passionately believes that the most beautiful way of seeing the world is through the eyes of Christ, who shares His vision through the life of the Catholic Church. We are seeking someone who loves the academic setting, that strives for excellence, and is open to the gifts that every child brings, from whichever diverse family and culture they arise.

Our students, our staff of educators and support-staff, our parent community, and our parish have a history of building meaningful relationships that for many become a lifelong bond. If you are looking to become a significant part of a loving and welcoming community, to grow through the challenges of leadership, and to share the best part of your life and career in a most meaningful way, then I encourage you to embrace this opportunity and apply for the role of Principal of the Madeleine School.

In Christ,

Fr. Bonaventure Rummell

Pastor

The Madeleine Parish and School

CATHOLIC SCHOOLS

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Catholic schools in the Archdiocese of Portland in Oregon exist to give witness to the Gospel of Jesus Christ. As ministries and apostolates of the Catholic Church that aid the mission of the family, Catholic schools proclaim the salvation of Jesus Christ, exercising His mission to teach (Mt. 28:19-20) by providing Mission Passionate Catholic Education in support of the family.

Essential premises for all subjects and disciplines learned within a Catholic school:

- Involves the integral formation of the whole person - body, mind, heart, and spirit
- Promotes human virtues and the dignity of the human person, as created male and female in God's image and likeness and modeled on the person of Jesus Christ
- Seeks to know and understand objective reality, including transcendent Truth
- Encourages a synthesis of faith, life, and culture.
- Develops a Catholic worldview and leads the student deeply into the heart of the Catholic Church

Formation provided to students is to be marked by key pedagogical principles:

- Centered on the Logos
- Rooted in a Proper Christian Anthropology
- Unifies Faith and Reason
- Situated in Salvation History
- Cultivates the Habits of Mind
- Instructs in the Art of Word & Art of Number



THE VOCATION OF A CATHOLIC EDUCATOR

The first and most important characteristic of a Catholic educator is not education, knowledge, rhetorical acumen, nor classroom management, rather it is found in a heart and mind attuned to the Spirit. Such an educator is living as a disciple of Christ - one willing to leave all things behind and "come follow me." An educator with a heart and mind oriented to the will of the Lord is not only a better witness to the faith of Christ, but, by his grace, more able to renew his/her practices and adapt to the student in front of him/her.

OUR HISTORY AND ACCREDITATION



HISTORY

In September 1912, the Sisters of the Holy Names of Jesus and Mary, who served for over 50 years as teachers and continue to serve in other capacities, opened the parish school. Work on the new school began April 11, 1927. In 1937, the school officially opened as a K-8 Catholic school serving 156 students across eight grades. By 1955, the school grew to serve 440 students from kindergarten through eighth grade. The new wing of the parish school was formally opened in 1962. In 2015, a major project updated classrooms for the 21st century. In 2019, after eight years of planning and fundraising which began during the parish's centennial year, the Old Madeleine Church was fully restored, and is home to many activities, events, ministries, and much more. In 2024, a pre-K program was added so that The Madeleine School could serve families with younger children. Not only does The Madeleine Parish support the school, but as a parish community, it also extends a welcome to all through its many ministries.

ACCREDITATION

The Madeleine is accredited by WCEA. The WCEA accreditation upholds high standards of achievement, ensuring that the students of The Madeleine children receive the best possible Catholic education. Over the years, The Madeleine has consistently been a pillar of excellence within the Catholic school community.

A reflection shared by the WCEA Visiting Committee during their most recent visit in the Fall of 2023:

There is clearly strong leadership in place in the school and parish, a committed faculty and staff, and a dedicated SAC and parent community. The Madeleine provides their students a strong academic experience that nurtures the whole child in an environment that fosters a relationship with Christ, deepening their call as a community where all are welcome.

OUR SCHOOLWIDE LEARNING EXPECTATIONS



SPIRITUAL

A Madeleine graduate is a prayerful, faith-filled, and knowledgeable disciple, who lives his or her beliefs guided by Gospel values.

- Understands and follows the teachings of the Catholic Church
- Actively participates in worship, prayer, and sacraments
- Models Christian values
- Responds to the call to serve others

ACADEMIC

A Madeleine graduate is a life-long learner and creative problem solver who seeks knowledge, utilizes skills, and applies concepts.

- Exhibits curiosity and enthusiasm for learning
- Strives for academic excellence
- Applies critical thinking skills
- Communicates effectively
- Adapts to new challenges



MORAL

A Madeleine graduate is a morally responsible person who exhibits self-discipline.

- Demonstrates respect for self and others, property, and the environment
- Accepts responsibility for words and actions
- Commits to justice and service, faithful to Catholic Social Teachings



SOCIAL

A Madeleine graduate responds to the social needs of others with empathy and compassion.

- Respects the dignity and diversity of all people
- Seeks peaceful resolutions to conflict
- Interacts cooperatively
- Builds community through positive and inclusive relationships



PHYSICAL

A Madeleine graduate respects and cares for the gift of life.

- Respects all life as a gift from God
- Practices a healthy lifestyle
- Respects personal space
- Nurtures the world future generations will inherit

THE PRINCIPALSHIP



The Madeleine is a ministry of the Church of St. Mary Magdalene, committed to nurturing the growth of the whole child and furthering the reign of God. The new leader will have the opportunity to continue to celebrate our school's strengths, recognize our needs, and collaboratively work towards nurturing our growth. As a collaborative leader, the principal will work closely with the pastor, faculty, staff, families, local community, and other stakeholders to help us live out our mission fully.

ESSENTIAL FUNCTIONS/MAJOR RESPONSIBILITIES: Our principal serves as the school's spiritual, instructional, organizational, entrepreneurial, and community leader.

As **spiritual leader**, the principal maintains the school as a mission of the parish: supports faith formation activities and evangelization efforts for families, students, faculty, and staff; helps communicate and articulate the mission of Catholic education; and integrates the Catholic faith into all aspects of school life.

As **instructional leader**, the principal plans, prepares, and evaluates the instructional program to achieve well-defined goals and meet instructional needs; encourages instruction which meets the various needs and abilities of the students; and facilitates the professional growth of faculty and staff.

As **organizational leader**, the principal selects, supervises, and evaluates staff; provides strategic leadership; ensures effective and relevant use of personnel resources and physical plant; works with a collaborative team to implement policies and practices; and plans the school budget in dialogue with the parish.

As **entrepreneurial leader**, the principal is responsible for sustainable financial planning, human resource/personnel management, professional formation, facilities maintenance and enhancement, institutional advancement, and contemporary communication.

As **community leader**, the principal works with the faculty and staff to develop and encourage broad student participation in the total school program; works closely with the parish to engage students and families to be joy-filled, compassionate, and authentically Catholic; and leads the community in communicating the philosophy of the school to the public.



EXPECTED QUALIFICATIONS AND CHARACTERISTICS



The successful candidate must be someone who:

- Is a practicing and active Catholic who shows an understanding and commitment to the mission of Catholic education
- Has a minimum of a Bachelor's Degree (Master's Degree preferred) and/or demonstrated leadership skills within an educational and/or corporate setting
- Exercises leadership and vision
- Demonstrates superior written and verbal communication skills
- Can advance the vision of the Archdiocese of Portland for Catholic education successfully in The Madeleine school community
- Engages all stakeholders around advancing the mission of the school including the parish, students, faculty, staff, parents, alumni, and donors
- Contributes time and effort to institutional advancement: admissions, marketing, and fundraising
- Assures compliance with all laws and regulations, accreditation requirements, and internal policies and procedures
- Believes in the mission of the school and can clearly articulate and make decisions that reflect the needs of the community



Preferred attributes:

- Experience teaching and administration at the primary or secondary educational level
- Experience in church-related ministry with an understanding of nature of a Catholic education
- Demonstrated record of leadership ability and accomplishments.
- Outstanding poise, presence, and communication skills
- Demonstrated experience in planning and supervision of strategic initiatives

THE SEARCH PROCESS



The Madeleine School is proud to partner with Mission Driven Catholic for this leadership search. Mission Driven Catholic works to revitalize Catholic schools to fully embrace their mission to be centers of evangelization for students and their families.

All interested applicants should forward a letter or interest, and a resume or CV to:

MISSION DRIVEN CATHOLIC

Attn: Dr. Daniel Baillargeon, Recruiter

d.baillargeon@missiondrivencatholic.com



www.missiondrivencatholic.com