QUINCY CATHOLIC SCHOOLS &
ST. FRANCIS SOLANUS SCHOOL
SEEKS A PRINCIPAL-MINISTER TO LEAD OUR DYNAMIC, FAITH-FILLED SCHOOL

Job Title: St. Francis Solanus Principal-Minister

Reports to: Chief Administrative Leader for Quincy Catholic Schools

Quincy Catholic Schools and St. Francis Solanus are part of the Diocese of Springfield, Illinois

Position Summary

St. Francis Solanus School in Quincy, Illinois, seeks a faithful, dynamic, vision-driven Principal-Minister to serve as the school community's spiritual and educational leader. The Principal-Minister provides Catholic educational leadership rooted in a pastoral mission, ensuring that school culture, curriculum, and administrative practices reflect the principles of the Catholic faith. Working closely with the Chief Administrative Leader, parish pastor, Quincy Catholic School Board, and school community, the Principal-Minister guides faculty, students, and families toward spiritual growth and academic excellence.

Key Responsibilities

- **Faith & Mission Integration:** Promotes a vibrant Catholic identity, provides spiritual formation opportunities for faculty and staff, and encourages active participation in faith formation across the parish and school community.
- **Instructional Leadership:** Oversees curriculum implementation aligned with Catholic teachings, conducts teacher evaluations, utilizes data (e.g., MAP, ARK) to drive instructional decisions, and supports ongoing professional growth.
- **Personnel & Operations:** Recruits, hires, and evaluates faculty and staff; directs daily administrative operations; and maintains secure student and personnel records.
- **Financial & Facility Stewardship:** Assists with annual budget planning, manages financial resources responsibly, and ensures safe, healthy, and well-maintained school facilities.
- **Community Relations:** Serves as executive officer to the local advisory board, fosters strong partnerships with parents and community stakeholders, and collaborates with leaders across Quincy Catholic Schools.

Qualifications & Requirements

- Practicing Catholic in full communion with the teachings of the Catholic Church.
- Proven capability in educational leadership, supervision, communication, and fiscal stewardship.

- Bachelor's degree in education, education administration, or a related field. Master's degree preferred or in progress.
- Completion of Diocesan background/fingerprint check and Safe Environment training.

How to Apply / Learn More

To review complete position requirements, please visit https://www.quincycatholicschools.org/principal/ and learn how to apply for this position. Salary depends on experience, with a general range of 65-80k. Benefit information can be found by going to the website above.