Principal Search
Cardinal Joseph Bernardin Catholic School
Orland Hills, Illinois
cjbschool.org
A two-time nationally recognized Blue Ribbon School of Excellence, Cardinal Joseph Bernardin Catholic School is searching for its next dynamic and committed Principal. Opened in 2000 as a regional school in the Archdiocese of Chicago, the four founding parishes of St. Elizabeth Seton (Orland Hills), St. Francis of Assisi (Orland Park), St. Julie Billiart (Tinley Park) and St. Stephen Deacon and Martyr (Tinley Park) provide a strong support system for this exemplary elementary school. Located on the campus of St. Elizabeth Seton Parish, the school welcomes both Catholic and non-Catholic students from Pre-K through eighth grade.

Cardinal Joseph Bernardin School (CJB) supports the mission of each of the four sponsoring parishes while building a school community of believers.

Cardinal Joseph Bernardin Catholic School:

♦ Commits to the highest standards of academic excellence.
♦ Employs certified and highly dedicated teachers.
♦ Encourages its students to live according to the Gospel of Jesus Christ.
♦ Designs individual programs of success for each child.

More than 500 students enjoy bright, spacious, climate-controlled classrooms in a state-of-the-art educational environment. A wireless computer lab and interactive whiteboard technology support engaged classroom instruction. Since its construction in 2000, keeping up to date on the latest technology trends has always been a priority. The computer lab, Chromebooks, i-Pads and networked classrooms enhance skills for 21st century learning. A fully equipped library with a broadcast room, science lab, gymnasium, and art, music and band rooms offer a multitude of options and opportunities. The student-run Production/Broadcast Studio teaches media and communication skills.

Students are challenged to reach their full academic potential through the core curriculum of religion, language arts, mathematics, science and social studies. CJB also offers technology, physical education, art, music and library programs along with Spanish as a second language beginning in Kindergarten. The Inclusive Education Center provides a Learning Specialist, Academic Enrichment Programs and STEM for academically gifted students.
Principal’s Role and Qualifications
The new Principal of Cardinal Joseph Bernardin Catholic School will:

♦ Be strong in faith and committed to the mission and ministry of the school.
♦ Be a practicing Catholic who evidences knowledge and understanding of the Catholic faith.
♦ Embrace and exemplify the Catholic identity of the school.
♦ Keep faith alive and growing.
♦ Be visible and engaged with all constituent groups, and supportive of Catholic teachings.
♦ Have a master’s degree or further in school administration and have state certification in both teaching and administration.
♦ Have a minimum of three years (full time) professional experience in a Catholic school, e.g., teacher or administrator.
♦ Have, be working toward or willing to pursue certification as Coordinator of Religious Education as stipulated by the Office of Catholic Schools.
♦ Provide strong leadership to faculty and staff, particularly in the areas of curriculum, development and implementation.
♦ Possess strong communication skills.
♦ Understand current technology and marketing trends.

From our students:
“We need a principal who is involved and not just sitting in the office.”
“Our current principal is always smiling and laughing. That’s the kind of attitude we need. Someone who is positive and fun.”
“Since this is a Catholic school, he/she needs to talk to us about Jesus and help us get into our religion.”
“We get a really good education here and, entering high schools, our students get into higher classes.”
“We want a passionate principal who likes what he/she is doing and who has a drive to get things done.”

Mission Statement
Cardinal Joseph Bernardin School is a Catholic elementary school jointly sponsored by four parishes: St. Elizabeth Seton, St. Francis of Assisi, St. Julie Billiart and St. Stephen Deacon and Martyr. Under the pastoral leadership of these parishes, Cardinal Joseph Bernardin School provides a unique regional vehicle for the faith and academic formation of its students according to the policies established by the Archdiocese of Chicago. Committed to the highest standards of academic excellence, Cardinal Bernardin School provides the best possible education for its students by developing the knowledge, attitude and skills essential for lifelong learning. As a Catholic school, it shows how Jesus illumines all of life, including academics. Cardinal Joseph Bernardin School inspires and encourages its students to live according to the Gospel of Jesus Christ.
Cardinal Joseph Bernardin Catholic School

**Application Procedure**

Cardinal Joseph Bernardin Catholic School has engaged Catholic School Management, a division of Christian Brothers Services, to facilitate this search. Interested and qualified candidates should submit electronically a letter of introduction; a resume; five professional references (names, emails and telephone numbers); and a written essay of no more than 500 words answering the question “How would you enhance understanding and awareness of the special and distinctive characteristics of Cardinal Bernardin School among its sponsoring parishes and the broader community?” Documents should be issued no later than March 6, 2020, to:

**Cardinal Joseph Bernardin Catholic School**  
Catholic School Management  
Attn: Mary J. Foley at csmoffice@cbservices.org

Cardinal Bernardin School reserves the right to hire prior to the deadline date should an ideal candidate apply.

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**Why CJB?**

“There are no short cuts at Cardinal Joseph Bernardin Catholic School to get the kids to be the best they can be. It’s very easy to love this place – the kids, the work, everything that happens here.”

“The regional school, four-pastor model allows more opportunity to have different priests involved with the Masses and in the classrooms – it’s a real positive – more collaborative.”

“I am a parent and teacher, and I always felt that my child was loved and taken care of emotionally, academically and spiritually. We appreciate the individual student. We really do. Every grade I’ve taught here, we talk constantly about how we can help each of the kids. As a parent, I know that is what every parent wants.”

“The possibility of having a first-class school exists because we are willing to do this together. By having four parishes involved, the students are exposed to a wider sense of what church is – it’s not about parish, it’s about being church. They have classmates from different parishes. Their exposure to being a Catholic is broader.”

“Our students receive the sacraments at their own parishes and then they come back here and celebrate together. It’s like a mixed community spiritually. In terms of the Tuesday Masses, all the pastors and priests of the four parishes take turns, come in, and celebrate Mass for us. Having so many priests available is wonderful. They also act as chaplains for the school. They each are assigned a grade level for the year and come to visit the kids once a month.”

“Our academics are incredible. Before long, we’ll be a THREE-time Blue Ribbon winner. But the faith dimension is just as important, and just as effective.”

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**Salary and Benefits**

The Principal will take office on July 1, 2020. This is a full-time, 12-month position. Salary and benefits are competitive and commensurate with experience and qualifications.