



NOTRE DAME ACADEMY

Educating Women to Make a Difference



Principal

Search Prospectus

Notre Dame Academy

Park Hills, Kentucky

www.ndapandas.org

START DATE - July 2024





Principal Prospectus

Founded in 1906, Notre Dame Academy (NDA) in Park Hills, Kentucky, is a single-gender high school for young women deeply rooted in the teachings of the Catholic Church and in the charism of the Sisters of Notre Dame. As a Catholic high school within the Diocese of Covington, NDA is proud of its strong tradition of providing an excellent Catholic education to the young women of the Greater Cincinnati area for 117 years. Notre Dame Academy serves students in grades 9-12 and is committed to fostering a supportive and inclusive community where every student can thrive. NDA's rigorous college-preparatory curriculum, enriched by its Catholic identity, prepares graduates to excel academically, lead with compassion and make a positive impact in the world.

Notre Dame Academy is seeking a dynamic and visionary Principal to lead our school into the next chapter of its storied history. Grounded in the values of Catholic education and inspired by the mission of the Sisters of Notre Dame, the ideal candidate will be a master educator who embodies the spirit of servant leadership and is dedicated to empowering NDA's faculty and staff to fulfill the school's mission with passion and purpose.

Reporting to the President, the Principal will play a pivotal role in shaping the academic, co-curricular and formational programs of Notre Dame Academy. Working closely with assistant principals, department heads, and other stakeholders, the Principal will provide strategic leadership, foster collaboration and uphold the values and traditions that define Notre Dame Academy. The successful candidate will join a dedicated and supportive community of educators who are committed to shaping the future leaders of tomorrow.

Qualified candidates who share NDA's commitment to Catholic education and the holistic development of young women are invited to apply.

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Rooted in the Charism of the Sisters of Notre Dame

The mission, vision and values of Notre Dame Academy are derived from the Educational Vision and Principles of the Sisters of Notre Dame (SND). That vision states;

Impelled by Jesus Christ and his mission and our rich educational heritage, we provide a Catholic-Christian environment of educational excellence for the transformation of individuals and society. We form persons who are skilled and committed to journey together in hope as witnesses and catalysts for the responsible care of all God's creation and for justice and peace, especially for those in the margins of society.

The four SND Educational Principles are;

1. The Centrality of a Good and Provident God
2. The Human Dignity of Each Person as an Image of God
3. The Notre Dame Educator as a Gospel Witness
4. An Integrated Education for Transformation

These principles are central to fulfilling our mission at NDA. Furthermore, our expectations of students, faculty and staff are based on these principles. Our current Strategic Plan affirms the SND Educational Philosophy and Principles in setting the vision for our school and establishing our core values in meeting that vision.





Our Mission

Notre Dame Academy, a Catholic high school dedicated to Mary and committed to academic excellence, exists to educate young women to make a difference in the world.

Our Vision

Transformative women leaders embracing God's goodness in the world.



Our Values

- The centrality of God in Catholic education
- Academic excellence for life long learners
- A holistic education including creativity, critical thinking and problem solving skills
- An inclusive atmosphere which respects the dignity of every individual and builds unity
- Equal participation for women in our society
- The unique positive influence women must have in society
- The benefits of single-gender secondary education
- A strong commitment to service and leadership in learning and life
- Global understanding as a key component of a well rounded education
- Learning from the authentic experience of others
- Building a just and peaceful community
- The use of effective technology to support best practice in instruction

History

Notre Dame Academy (NDA), located in Park Hills, Kentucky, has a rich history dating back to its founding in 1906. Established by the Sisters of Notre Dame, NDA was founded with a mission to educate young women to make a difference in the world.

Throughout its history, Notre Dame Academy has remained steadfast in its dedication to providing a holistic education that nurtures the intellectual, spiritual and personal growth of its students. NDA has adapted to the changing needs of society while staying true to its Catholic identity and the charism of the Sisters of Notre Dame.

Over the decades, Notre Dame Academy has evolved into a renowned high school known for its academic excellence, spiritual formation, and commitment to service. With a rigorous college-preparatory curriculum, a wide range of extracurricular activities and a strong emphasis on faith formation, NDA continues to instill in young women not only knowledge, but also spiritual and moral values that will prepare them for a life of success, community service and personal fulfillment.

Notre Dame Academy remains committed to its founding mission and values, honoring its past while embracing the opportunities and challenges of the future. With a proud history of academic achievement and a legacy of faith, service and community, Notre Dame Academy continues to inspire generations of students to strive for excellence and live out the values of Catholic education.



NDA

at a glance

2023-24

Mission:

Notre Dame Academy, a Catholic high school dedicated to Mary and committed to academic excellence, exists to educate young women to make a difference in the world.



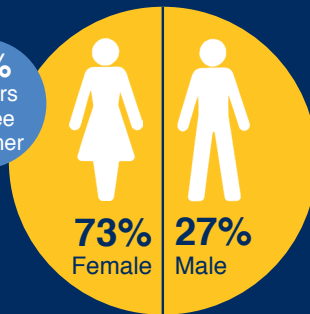
Single-gender
College Preparatory High School

Enrollment

512

40 Faculty Mem-

85%
Masters
Degree
or Higher



Student to Faculty Ratio

12:1



Average
Class Size

25

Tuition:

In-Diocese

\$9,960

Out-Of-Diocese

\$10,930



Total amount of financial
assistance and tuition
allowances given by
NDA in 2022-23:

\$817,093.00

1:1
Computing



9
Academic
Departments

13 SPORTS

16 AP Courses

8 Dual-Credit Courses

CLASS OF 2023 STATISTICS:

Average
Weighted

GPA

3.99



100%

Graduation Rate

98%

Graduates
Attending
College

60%

Received half
tuition or more
in scholarships

Average

ACT

24.8

\$18.8 million
in Scholarships

Performed
over 8,985
hours of
service in
four years
at NDA



Academics

The goal of NDA's Academic program is to educate young women who will use their God given intellectual abilities to make a difference in our world. NDA believes in an education that combines the timeless wisdom of our Catholic Faith with the necessary skills that its students will need to adapt to a continuously changing world. To that end, NDA offers a curriculum that will prepare each young woman for the many challenges that she will face in college and life.

NDA's highly qualified teachers demand excellence in the classroom and encourage each student to work to her full potential. With an approach that integrates academics, arts and athletics, Notre Dame Academy is molding young women to have a vibrant faith and a passion for learning.

Spiritual Life

Campus Ministry is responsible for providing opportunities for spiritual growth and reflection at NDA for students, faculty and staff, parents and the entire NDA community. Together with the Religion Department, Campus Ministry works to assist the NDA community to continue to grow in our Catholic faith through liturgy, religious education, Christian service and retreat experiences.

In our *Mary, Mother of the World* Chapel, students are able to develop a deeper relationship with God and share in prayer services and masses with one another. Our Reflection Space is a special place where students can go for quiet reflection or to pray and honor God.

Student Life

The life of a Notre Dame Academy student encompasses service, leadership, skill building and spirituality. Getting involved enables NDA students to find friends with similar interests and experiences, gain and exercise leadership skills and discover new passions and abilities.

Fine Arts

The Arts Department of Notre Dame Academy seeks to instill the wonder and beauty of creative expression in all of its students. Whether it is vocal or instrumental music, studio art and design, hand sewn quilts or theater productions, NDA believes that the arts enrich human life and explore the potential inside each one of us. At NDA, students have the opportunity to become involved in a variety of performing arts, including our renowned theatre and drama programs, a dance team, a choral club, our select choral ensemble, and concert and marching band. NDA's Art program offers a variety of courses designed to develop the creativity of the student through training in basic skills, and experiencing the use of a variety of art media.

Athletics

Notre Dame Academy has a rich tradition of success and excellence as an institution and in its athletic programs. NDA athletics is committed to developing student athletes and preparing them to make a positive difference in the world and takes pride in its academic success which is carried out in its approach to educational based athletics. NDA is a member of the Kentucky High School Athletic Association (KHSAA) and has won 32 state team championships, 75 individual state titles and has 40 state runner-up titles. The majority of NDA students participate in one or more of our 13 sports. Last year, 73% of NDA students participated in athletics and the average GPA of NDA student-athletes was a 4.03 GPA. Success at the high school level has enabled an average of 15 student-athletes per year to continue their sport at the collegiate level.



The Opportunity: Principal

Notre Dame Academy seeks a mission-driven, qualified professional to serve as the Principal directly reporting to the President of NDA to assume duties in July 2024. The Principal of Notre Dame Academy is a key leadership role and full-time position responsible for providing visionary leadership, fostering a culture of academic excellence and ensuring the holistic development of students in alignment with the school's mission and values.

The Principal's key areas of responsibility include but are not limited to:

- Overseeing the academic and spiritual formation of faculty, staff and students.
- Providing strategic direction and guidance in collaboration with the President and other key stakeholders to advance the mission and goals of NDA.
- Overseeing the day-to-day operations of the school, including curriculum development, faculty supervision and student affairs.
- Cultivating a supportive and inclusive school community that promotes spiritual growth, academic achievement and personal development.
- Establishing and maintaining effective communication channels with faculty, staff, students, parents and the broader community.
- Implementing policies and procedures to uphold the school's Catholic identity and ensure compliance with relevant regulations and accreditation standards.
- Leading efforts to recruit, retain and develop a diverse and talented faculty and staff committed to the school's mission.
- Collaborating with the President and other school leaders to help develop and manage the school's budget, fundraising initiatives and strategic initiatives.
- Serving as an ambassador for NDA, representing the school at events, meetings and conferences to promote its mission and achievements.
- Share in the values of the SND Educational Vision and Principles.

Qualifications:

- Practicing Catholic with a strong commitment to the teachings and values of the Catholic Church.
- Genuine commitment to the SND Charism.
- Master's degree in educational leadership, administration, or a related field.
- Minimum of five years of experience in educational leadership, preferably in a Catholic school setting.
- Demonstrated track record of successful leadership, strategic planning, and organizational management.
- Excellent communication, interpersonal, and collaborative skills.
- Ability to inspire and motivate others, build consensus, and lead change initiatives.
- Understanding of current trends and best practices in education, including technology integration, differentiated instruction, and assessment for learning.
- Be able to build and maintain relationships of trust with all members of the school community.



Application Process

Candidates should submit an application package to Notre Dame Academy's Principal Search Committee including the following:

- A cover letter detailing interest and qualifications for the position
- A current résumé
- The names, email addresses and telephone numbers of at least three references. (We will obtain permission from candidates before contacting references.)
- Optional: Other supporting material (e.g., articles, speeches, or letters of recommendation) that would be useful to the Search Committee.

Application materials should be emailed to ndahr@ndapandas.org. Notre Dame Academy is an equal opportunity employer and does not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, age, or disability.

Notre Dame Academy

1699 Hilton Drive, Park Hills, Kentucky 41011

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