



**OUR LADY OF PERPETUAL HELP SCHOOL**  
CHATTANOOGA, TN



**PRINCIPAL**  
**START DATE JULY 1, 2027**

**KNOW · LOVE · SERVE**

# MISSION

*The mission of Our Lady of Perpetual Help School and faith community is to provide a Catholic education that fosters a relationship with God and enables students to become confident, lifelong learners.*

# CORE VALUES

**KNOW:** Bring the good news of Jesus through the teachings of scriptures, catholic traditions, innovative education, athletics and academic excellence.

**LOVE:** Demonstrate our living faith by respecting the dignity of all human beings.

**SERVE:** Be stewards of God's creation through service to the school, the parishes we represent, our communities and the world.



# HISTORY

In 1937, four Sisters from the Sisters of Charity of the Blessed Virgin Mary embarked on a mission to establish what would become Our Lady of Perpetual Help School in Chattanooga. Their goal was to ensure that "each child received splendid individual attention and made remarkable progress."

Inspired by their mission and guided by our first teacher, Christ, we have woven the core values of Know, Love, and Serve into the fabric of our strong teacher-student relationships. By providing individualized attention, we unlock each student's unique potential, helping them grow into confident, curious, and lifelong learners.

Our Lady of Perpetual Help School is approved by the Tennessee Department of Education, certified by the Diocese of Knoxville, and accredited by AdvancedEd/Cognia. Since its founding with just 60 students in 1937, enrollment has grown to over 275 students in 2024. The tradition of educational excellence, started by the Sisters of Charity of the Blessed Virgin Mary, continues today through the dedication of our lay faculty and staff.



# POSITION OVERVIEW

Our Lady of Perpetual Help Catholic School (OLPH) seeks a visionary, dynamic, faith-filled Principal to serve as the spiritual, academic, and operational leader of our PreK–8th grade community. The Principal is responsible for advancing the mission of Catholic education while fostering a vibrant school culture rooted in faith, academic excellence, and service.

As a ministerial leader, the principal ensures that all aspects of school life reflect OLPH's core commitment to helping students “know, love, and serve” God and others, forming the whole child—spiritually, intellectually, socially, emotionally, and physically.

With respect to the parochial setting, the principal reports to the Pastor and works collaboratively with parish leadership, faculty, and families to sustain a Christ-centered learning environment.

# MISSION ALIGNMENT

The principal will embody and advance the mission of OLPH by:

- Serving as a model disciple of Christ, influencing others to embrace the mission of the church
- Promoting a faith-centered community grounded in Catholic teachings, sacramental life, and service
- Ensuring the integration of faith and learning across all disciplines
- Cultivating a culture where each student is known, valued, and encouraged to reach their God-given potential
- Supporting the development of the whole child in alignment with Catholic values

# WHY OLPH

Founded in 1937, Our Lady of Perpetual Help School is a vibrant Catholic community dedicated to forming students as confident, curious, and compassionate lifelong learners grounded in faith.

With a strong legacy of academic excellence and a commitment to nurturing each child's unique gifts, OLPH offers an inspiring environment for a leader passionate about Catholic education and mission-driven impact.



# KEY RESPONSIBILITIES

## **Spiritual Leadership & Catholic Identity**

- Serve as the primary witness to the Catholic faith, fostering a strong culture of prayer, worship, and Gospel values, promoting Catholic identity throughout
- Ensure Catholic identity is fully integrated into curriculum, activities, and school climate
- Collaborate with the Pastor to support liturgies, sacramental preparation, and faith formation activities
- Build a positive faith-filled community that nurtures discipleship, service, and moral development

## **Academic & Instructional Leadership**

- Provide vision and oversight for a rigorous, student-centered academic program
- Ensure curriculum alignment with diocesan standards and best educational practices
- Use data and assessment tools to improve instruction and student outcomes
- Promote innovation while maintaining excellence in Catholic education
- Support differentiated instruction to meet diverse learner needs

## **Faculty & Staff Leadership**

- Recruit, hire, develop, and retain qualified, mission-aligned faculty and staff
- Conduct regular evaluations and provide ongoing professional development based on data
- Foster a collaborative, joyful, and accountable workplace culture
- Encourage faculty to model faith, professionalism, and commitment to student growth
- Advocate for faculty and staff well-being and benefits

## **Student Life & Community Formation**

- Create a safe, inclusive, and nurturing environment that supports student well-being and character formation
- Promote consistent student discipline rooted in virtue, responsibility, and respect
- Promote and oversee extracurricular and co-curricular activities, service programs, and student leadership opportunities
- Build strong partnerships with parents, recognizing their roles as primary educators of their children

## **Operational & Administrative Leadership**

- Oversee day-to-day school operations, policies, and procedures
- Delegate and follow up with duties as appropriate
- Ensure compliance and alignment with diocesan, state, and accreditation requirements
- Maintain a safe, secure, and well-managed campus environment
- Partner with parish and school leadership on budgeting, enrollment, and long-term planning, serving as a responsible steward
- Oversee a variety of funding sources

## **Community Engagement & Advancement**

- Serve as the public face of the school, promoting its mission and values, especially within the greater Chattanooga area
- Strengthen relationships with parish, families, alumni, and the broader community, including those from other Catholic schools and diocesan personnel
- Support enrollment growth, retention, and marketing initiatives
- Foster a spirit of hospitality, inclusion, and service
- Demonstrate respect for tradition, while implementing innovation



# QUALIFICATIONS

## Required

- Practicing Catholic in good standing with a strong commitment to Church teachings
- Master's degree in Educational Leadership, Administration, or related field
- Minimum 5 years of teaching experience; prior leadership experience preferred
- Demonstrated ability to lead mission-driven educational organizations
- Strong communication, leadership, and organizational skills

## Preferred

- Experience in Catholic or parochial school leadership
- Experience with early childhood and elementary pedagogy
- Knowledge of diocesan policies and accreditation processes
- Proven success in community engagement and enrollment growth

## Core Competencies

- Faith leadership and witness
- Strategic and visionary thinking
- Instructional excellence
- Relationship building and collaboration
- Organizational and operational effectiveness
- Commitment to continuous improvement

# APPLICATION PROCESS

Interested candidates should submit to [olphprincipalsearch@myolph.com](mailto:olphprincipalsearch@myolph.com) :

- Cover letter addressing mission alignment
- Resume or CV
- Statement of educational philosophy
- References





# ACADEMICS

## **EARLY CHILDHOOD · PreK3, PreK4 and Kindergarten**

Early Childhood at OLPH provides a safe and nurturing environment while offering the opportunity to experience a well-rounded curriculum including; Art, Music, Physical Movement, Technology, and Spanish. Exploration and play are encouraged in our certified Nature Explore Outdoor Classroom where students develop confidence through discovery as they explore the beauty of nature and the Goodness of God. At OLPH, your son or daughter will begin to discover the joy of learning through the balance of independent exploration and small group instruction.

## **ELEMENTARY · Grades 1 -5**

Elementary School at OLPH includes first through fifth grades. It is during this time that our students benefit most from our low student to teacher ratio and individualized instruction. Students learn important foundational skills of reading and writing, including a handwriting class to learn cursive. Expression and reflection are encouraged across subjects including Art and Spanish. Character and faith lay the groundwork for lifelong decision-making and relationship building which help our students to become real-world problem solvers who are passionate about learning.

## **MIDDLE SCHOOL · Grades 6-8**

In a PreK-8 community, our Middle School students have the opportunity to exercise greater responsibility and autonomy in the school. Academically, our middle schoolers are challenged to reach higher standards in a supportive environment. Teachers work collaboratively to create meaningful assignments for students that promote critical thinking, creativity, collaboration, communication and citizenship.



# ATHLETICS

## FALL

Cross Country | Grades 3-8 | Boys & Girls

Tennis | Grades 5-8 | Boys & Girls

Cheerleading | Grades 7-8 | Girls

Football | Grades 5-8 | Boys

## LATE FALL

Soccer | Grades 4-8 | Boys and Girls

## WINTER

Cheerleading | Grades 7-8 | Girls

Basketball | Grades 4-8 | Boys & Girls

Swimming | Grades 6-8 | Boys & Girls

## SPRING

Track | Grades 3-8 | Boys & Girls

Volleyball | Grades 4-8 | Girls

Golf | Grades 5-8 | Boys & Girls

Baseball | Grades 6-8 | Boys



# EXTRACURRICULARS

Robotics | Grades 4-8

Dance Fitness | Grades PreK - Kindergarten

RIO 40 Soccer | Grades PreK - 2

Art Club | Grades Kindergarten - 8

Band | Grades 5-8

Theater | Grades 3-8

Scouts | Grades K-8

Music Lessons | Grades K-8



# STUDENT SUPPORT SERVICES

Part of what makes the OLPH experience special is our desire to help each child receive splendid individual attention. One of the ways we do so is by directly providing or partnering with individuals or groups to help us meet the needs of all of our students.

## PROPEL & INTERVENTIONIST SERVICES

Propel is a specially designed pull-out program to help our Elementary students develop their reading and writing fluency. We also have an interventionist to help our students target specific academic needs.

## NEUROBRIDGE PARTNERSHIP

Neurobridge is a private Pediatric Therapy practice that focuses on screening, evaluating, and treating our students on campus during the school day. Neurobridge also works with our faculty and staff to ensure we are best equipped to help serve our students.

## STELLAR & STAR THERAPY

Students with documentation are offered the opportunity to receive speech and occupational therapy services on campus during the school day.

## ON CAMPUS COUNSELOR

Our full-time counselor is an excellent source for our parents, teachers, and students alike. Whether it is navigating a challenging issue outside of school or in school, our counselor is an access point for all our community members.

