



Principal – Good Shepherd Catholic School Frankfort, Kentucky

Good Shepherd Catholic School is a vibrant learning community located in the capital city of Kentucky. For over a century, Good Shepherd has been educating and enlightening the young minds of Franklin County with a focus on a Christ Centered Education. We currently enroll close to 200 students, grades Pre-K3 through 8. For further details on the school and its history, visit the website at www.gssfrankfort.org.

Requirements for Application

- Be a confirmed and practicing Roman Catholic.
- Fulfill Roman Catholic Diocese of Lexington requirements for religious formation certification or be working toward certification. More information is available at [Catechesis and Faith Formation - CDLEX](#).
- Meet state approved certification requirements or be working towards completion of certification within a mutually agreed upon timeline; or be uniquely qualified as defined by the Secretary for Catholic Education.
- Adhere to the teachings and advisement of the Bishop of the Diocese of Lexington.
- Kindergarten through 8th grade school leadership experience is preferred but not required.

Job Description and Responsibilities

The principal is an educational leader who promotes the success of all students by advocating, nurturing, and sustaining a school culture built on trust and instructional programs conducive to student learning and staff professional growth. The principal will facilitate the development, articulation, and implementation of a Catholic education.

Leadership

- Applies a Catholic educational vision to daily activities of the school.
- Interprets and uses research to guide action plans.
- Fosters a continuous improvement culture.
- Communicates effectively with school and parish personnel.
- Participates in diocesan school activities when required.
- Cooperates with the Catholic School Office of the diocese.

Curriculum and Instruction

- Utilizes assessment data to develop curriculum and to improve instruction.
- Identifies and employs resources to support programs.

Development of students and staff

- Supervises instruction effectively.
- Provides multiple opportunities for all to learn.

- Serves as the lead learner of staff and is growth mindset oriented.

Principal as Spiritual Leader

The principal is a spiritual leader who promotes the faith development of students and faculty, facilitates the building of Christian community, and who exhibits moral and ethical leadership.

Mission and Philosophy

- Utilizes church documents and Catholic guidelines and directives.
- Develops, communicates, and implements statements of school philosophy and mission that reflect the charisms of the school and church.

Faith Development

- Nurtures faith development of faculty, staff, and families.
- Provides opportunities for school community to celebrate faith.

Christian Community

- Promotes Catholic community among students, staff, and families.
- Fosters collaboration between church(es) and school.

Moral and Ethical Development

- Facilitates moral development of students and staff.
- Integrates Gospel values throughout curriculum and policies.

Principal as Managerial Leader

The principal is a managerial leader who promotes the success of all students by ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.

Personnel Management

- Recruits, interviews, selects, and provide orientation for staff.
- Provides observations and feedback to promote a culture of growth and continuous improvement.
- Cultivates a climate of trust among students, teachers, and others.

Institutional Management

- Provides for an orderly and safe school environment.
- Involves stakeholders in decisions involving the school.
- Promotes appropriate use of technologies.

Finance and Development

- Manages and prepares an annual budget.
- Seeks resources and support beyond school and parish.
- Lead fundraising efforts for the school.

Principal as Community Leader

The effective school leader recognizes that by establishing strong relationships within the community, members of the community become valuable partners in assisting the school to realize its vision and support student learning.

Public Relations

- Communicates and exemplifies Good Shepherd's vision to the community.
- Maintains effective public relation programs.
- Models community/parish collaboration.

Communication

- Treats community stakeholders equitably.
- Uses effective conflict resolution techniques.
- Attends weekly Mass with school and at least one weekend a month at the parish.

Interested candidates must submit the following materials to Rev. John Lijana, Pastor of Good Shepherd
jlijana@cdlex.org or 70 Shepherd Way Frankfort, KY 40601:

Cover letter

Resume/Curriculum vitae

Contact information of three professional references.

Questions regarding the position or requirements for application may be submitted to Rev. John Lijana.
Review of applications will begin April 20, 2026 and remain open until the position is filled.