

**Catholic School Principal  
St. Jude Thaddeus School, Havre, MT**

St. Jude Thaddeus School in Havre, Montana is seeking a principal to start in August of 2021. The principal provides spiritual and academic leadership for the school community, preserving and promoting the school's mission as Catholic school, in particular promoting faith-based education outlined in the Western Catholic Education Association accreditation protocol. The principal provides visionary and strategic leadership and personally promotes the success of all students and staff by participating in the development, articulation, and stewardship of a vision of learning that is shared and supported by the staff, students, parents, and parish. This includes the implementation of the WCEA accreditation action plan and the school's strategic plan. The principal is also the instructional leader promoting the academic success of all students, and the professional growth of all staff, by ensuring a unified vision of a total school program. The principal is the primary provider of management and organizational leadership. In collaboration with the pastor, the principal acts to promote a safe, efficient, and effective learning environment, and manages the organization, operation, and resources for the success of all students and staff.

The selected candidate must have a Master's Degree and possess, or be able to obtain, certification as an administrator through the Montana Office of Public Instruction. The candidate should be able to demonstrate successful experience as a classroom teacher, school counselor or building administrator.

**Instructions for Submitting Applications for Principal**

The following documents should be completed and returned to the address listed below.

1. A cover letter explaining your interest in a principal position in the Diocese of Great Falls-Billings.
2. Current resume
3. Copy of Montana or out-of-state administrator license(s)
4. Diocesan Application
5. Three letters of recommendation from:
  - a. Immediate past employer
  - b. Two other professional references

Completed application packets should be emailed, mailed, or dropped off to:

Father Daniel Wathen, pastor  
St. Jude Thaddeus School  
430 7th Avenue  
Havre, Montana 59501  
[dtwathen@gmail.com](mailto:dtwathen@gmail.com)  
(406) 265-4613