



## **President – St. Francis High School (Wheaton, IL)**

### **A National Blue Ribbon School of Excellence**

#### **About St. Francis High School**

St. Francis High School—a *proud National Blue Ribbon School*—is a Catholic, co-educational, college-preparatory community known for its exceptional academics, strong Franciscan values, and a warm, caring, family-like culture. Located in Wheaton, IL, the school serves approximately 700 students in grades 9–12. Our Blue Ribbon recognition is a testament to the school's long-standing commitment to academic excellence, holistic student development, and a mission-centered learning environment where every student is known, challenged, and supported.

Grounded in the teachings of Jesus Christ and inspired by the example of St. Francis of Assisi, our school cultivates spiritual growth, intellectual curiosity, leadership, service, and emotional well-being. Students thrive not only through rigorous academics but also through vibrant arts, athletics, ministry opportunities, and meaningful community involvement.

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#### **Our Mission**

St. Francis High School is a Catholic, college-preparatory learning community that promotes spiritual, academic, physical, and social development in the daily presence of Jesus Christ.

#### **Our Vision**

Develop students who are faith-filled participants in the Church, committed to Christian service, critical thinkers, effective and creative communicators, persons of integrity, physically and emotionally healthy, respectful and accepting of others, responsible citizens of the world, and self-directed lifelong learners.

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#### **Position Summary: President**

St. Francis High School is seeking a visionary, mission-driven President to lead our thriving Catholic high school into its next chapter of excellence. As a distinguished National Blue Ribbon School, we are committed to providing a holistic educational experience rooted in faith, academic rigor, and service. The President, serving as the Chief Executive Officer of St. Francis High School, reports directly to the Board of Directors and works closely with the

Principal, who oversees the school's daily operations and the teaching and learning environment. The CEO will drive the school's long-term strategic vision and ensure sustained financial strength through robust advancement and community relations.

This pivotal role requires a proven results-oriented approach to leadership. The ideal candidate will be an experienced fundraiser capable of cultivating deep, mission-aligned relationships and securing the financial resources necessary for the school's future. This leader will be the primary steward of our core mission, translating our values into tangible impact.

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## **Critical Responsibilities**

### **Advancement & Fundraising**

- Forge lasting relationships with current and prospective donors by articulating an inspiring vision and demonstrating a shared, impactful future.
- In collaboration with the Vice President of Advancement, achieve annual financial goals, including revenue from annual appeals, events, restricted giving, and multi-phase capital campaigns, supporting a culture of philanthropy.
- Oversee marketing, branding, and public relations to broaden the school's visibility and promote its Blue-Ribbon distinction.

### **Leadership & Operational Oversight**

- Provide leadership to the Principal and senior administrative team to deliver excellence across all aspects of the school, setting appropriate goals and performance metrics.
- Serve as an ex officio, non-voting member of the Board of Directors and work collaboratively with Board committees.
- Build strong and trusting relationships with parents, alumni, faculty, staff, and students.

### **Spiritual & Mission Leadership**

- Champion the school's Catholic identity and mission, fostering a culture of academic excellence and spiritual development.
- Preserve and advance the Franciscan mission, values, and traditions that define St. Francis High School.
- Supportive of students/families of all faith traditions attending St. Francis High School.

### **Strategic & Financial Management**

- Oversee operating and capital budgets and financial policies and practices to ensure long-term financial stability and maximize resources for the student experience.
- Ensure sound management of funds, investments, and endowments.
- Lead strategic planning initiatives that elevate the school's profile, competitiveness, and impact.

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## **Qualifications**

- Practicing Catholic with a demonstrated commitment to Catholic education.
- Proven track record of successful fundraising, specifically citing quantifiable achievements against established financial goals.
- Strong financial acumen with knowledge of independent school operations.
- Success in strategic planning that enhances revenue, strengthens brand identity, and supports institutional growth.
- Exceptional relationship builder with skills in culture-building, communication, and change leadership.
- Experience leading facility renovation or construction projects is a plus.
- Flexibility in working hours to fulfill the diverse demands of school leadership and community engagement.

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## **Education & Experience**

- Bachelor's degree required. Master's degree preferred but not required.
- Familiarity with secondary education is helpful but not required.
- Demonstrated leadership experience acquired across varied career trajectories, specifically within education, non-profit management, corporate, or public sector roles, as well as through entrepreneurial endeavors, is highly valued.

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## **Salary & Benefits**

- Competitive salary, commensurate with experience and qualifications
- Comprehensive benefits package

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## **Application Process – Apply by February 6, 2026**

Qualified candidates are invited to submit the following to:

[SearchCommittee@SFHSCollegePrep.org](mailto:SearchCommittee@SFHSCollegePrep.org)

- Cover letter
- Resume
- In a concise essay, please describe why you feel called to serve the St. Francis High School community. Outline your vision for the contributions you would make and explain how you would measure the positive impact of your work.