



HEAD OF SCHOOL

Start Date: July 2026

Saint Joseph Notre Dame High School

Alameda, California | sjnd.org



Carney
Sandoe
& ASSOCIATES

MISSION STATEMENT

Saint Joseph Notre Dame, a Catholic parish high school, provides a dynamic and rigorous college preparatory education. Our faith-filled, diverse, and welcoming community embraces the teachings of Jesus Christ. We develop confident, open-minded, and effective leaders who are ready to live joyful lives of faith, scholarship, and service.

At a Glance



1935
established



378
total enrollment



73%
students of color



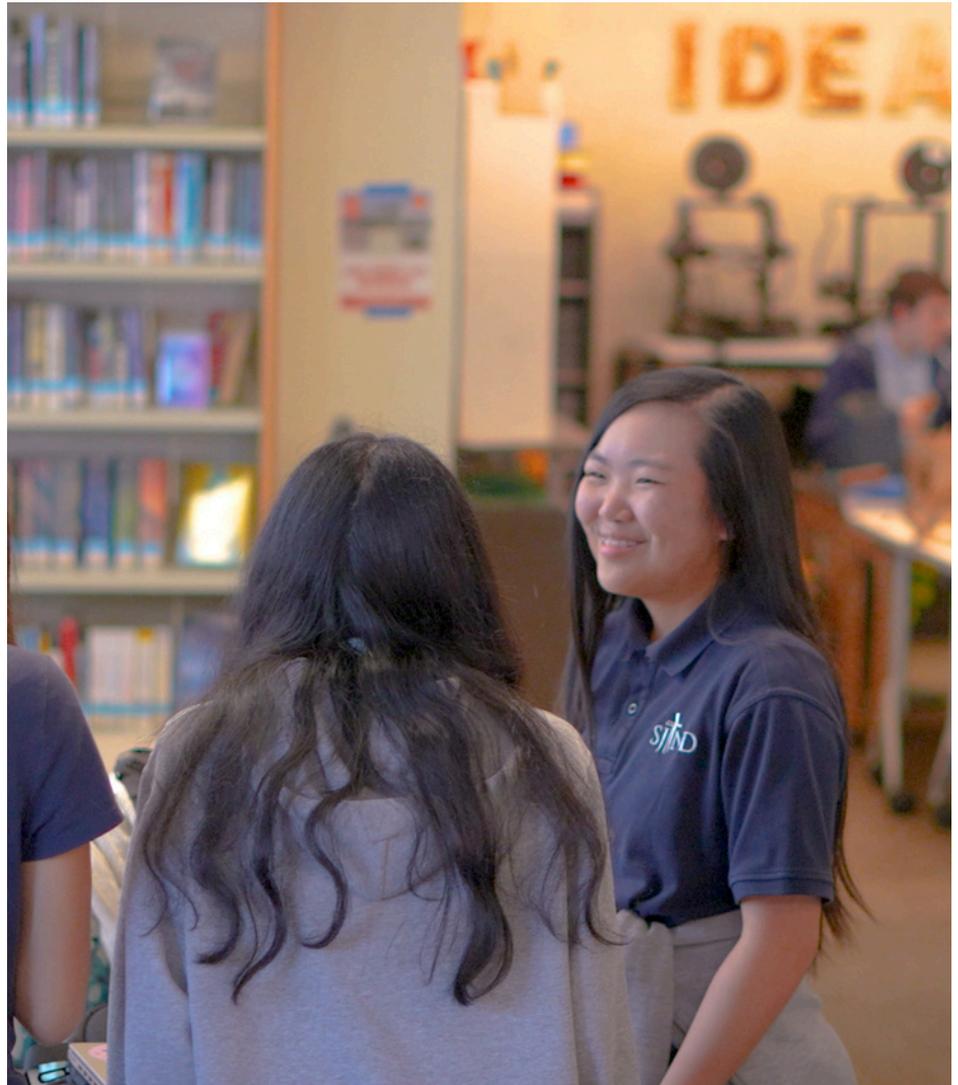
29
total faculty



82%
faculty with
advanced degrees



17:1
student-faculty ratio



OVERVIEW

Community, belonging, and purpose. These words capture the essence of Saint Joseph Notre Dame High school, a Catholic, parish based school that is rooted in tradition and history. Saint Joseph Notre Dame High School (SJND) is the consolidation of Notre Dame, founded more than 100 years ago by the Sisters of Notre Dame de Namur, and St. Joseph's, founded in 1935 by the St. Joseph parish and originally led by the Marianist Brothers. Today, the school is a Catholic parish school that provides a dynamic and rigorous college preparatory education on the beautiful island of Alameda, near Oakland, CA. The school currently enrolls approximately 380 students from over 60 different geographical areas in grades 9-12. This diversity is embraced by the students who actively encourage each other and celebrate each other's differences. The academic program is an immersive curriculum that is rooted in active participation and hands-on learning that meets the needs of a variety of student learners. The school's tag line, "Small School, Big Impact" definitely captures the spirit of a SJND education.

The campus is located in a quaint, residential area of Alameda and provides a safe, welcoming environment for all students. St. Joseph Basilica and St. Joseph Elementary School (grades Jr. K-8), led by a dedicated principal, are also located on the campus with many opportunities for elementary and high school students to share learning spaces and experiences, thus accenting the strong feeling of belonging and community. The next high school principal will be able to partner with Fr. Mario, the energetic and supportive parish priest at the Basilica, to create strategies that will build a strong and vibrant future for the school.

While the school is blessed to have a strong endowment that partially supports tuition assistance, scholarships and other school operating needs, the next principal will need to create a marketing and branding strategy that will sustainably grow enrollment and support new academic programs. The principal will need to fully commit to long-term financial sustainability by overseeing enrollment management and recruiting and retaining high-quality faculty and staff. The most cherished dimension of the school is its spirituality, and the next principal will want to be engaged and dedicated to unifying all members of the school community around its mission.



OPPORTUNITIES AND CHALLENGES

The current and respected principal, Father Steve Kim, will return to priestly duties in the Diocese of San Jose in June, 2026. His leadership has been a blessing to the school, and the next principal will inherit a faculty and staff who seek for its next leader to build on the momentum that began under Father Kim's tenure. Specific opportunities and challenges include:

- Serving as a faith-filled Catholic leader for SJND, partnering with the pastor, Board, and faculty to promote the mission of the School to the larger community;
- Maximizing the motto, "Small School, Big Impact," by creating strong and differentiating marketing messages;
- Building on the existing partnership with the adjacent elementary school, collaborating with its principal, as well as seeking ways to partner with other area schools in order to attract students who are aligned with the mission of the SJND community;
- Creating enhancements to the existing programs in academics, athletics, and the arts in collaboration with the faculty and staff;
- Enhancing the existing faculty evaluation and support practices to ensure consistency, strengthen professional growth, and foster a positive culture that supports faculty development and retention;
- Revitalizing, expanding and assisting the development team with strategies to reconnect the large SJND alumni community.



\$2.9M
financial aid
awarded



58%
students
receiving aid



\$25M
endowment



\$12.5M
annual operating
budget



1.5 acres
campus size

CORE COMPETENCIES, EXPERIENCES AND PERSONAL ATTRIBUTES

SJND is positioned for further growth and prominence. The school seeks an engaging and charismatic leader who will serve as the face of the school to the community, continue to raise the profile of the SNJD and share its powerful value proposition across the San Francisco Bay Area. The next principal should hold an advanced degree in Educational Leadership, Business Management or a related field.

The next principal will bring proven wisdom, experience and accomplishments, including:



Leadership - Knowledgeable and practicing Catholic with a thorough understanding of the philosophy of Catholic education and school operations;

- Models the core values of the SJND faculty and staff: humble and proud, dedicated and spirited, caring and accountable;
- Creative problem solver who has an extensive track record in change, conflict and risk management while approaching this important work with a spirit of flexibility, commitment, and perseverance;
- Demonstrates enthusiastic, positive and effective interpersonal skills while embodying the principles of servant-leadership;
- Joyful, energetic school leader who delights in working with high school students and actively engages in all aspects of school life.





Enrollment and Financial Management - Skilled in school marketing and financial planning and able to build strong community relationships; enthusiastic and collaborative partner to the SJND admissions and development teams in order to achieve enrollment goals agreed upon with the Board of Trustees.

Financial Management and School Operations—Successfully led a Catholic school or similar organization with confirmed experience in supervision, management, and coaching personnel, short- and long-term strategic planning and implementation, used data and metrics for informed decision making, collaborated effectively with a Board or similar governing body, and served as a positive and enthusiastic community representative promoting an organization’s mission.

- Has proven visionary leadership and management experience, with the ability to address immediate organizational needs while pursuing long-term goals, empowering teams, and holding them accountable for performance;
- Builds, coaches, and empowers high-performing teams while ensuring accountability for outcomes and adherence to goals;
- Utilizes the power of collaborative and inclusive input into decision-making processes and clearly communicates the responsibilities involved.

Communications – Developed and managed impactful and effective oral and written communications for diverse audiences and platforms, ensuring appropriate, timely, professional, and mission-aligned messaging; proven ability to inspire and engage diverse stakeholders, including administration, faculty, parents, students, community members, alumni/ae, and the Board of Trustees.

Education

Advanced Degree in Educational Leadership, Business Management, or a related field.

LEARN MORE

- [School Website](#)

- [School History](#)

- [College Matriculation](#)

- [Campus Ministry](#)

- [About Alameda, California](#)





TO APPLY

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this position;
- A current résumé;
- A completed Candidate Questionnaire (to be provided by the consultants);
- A list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

JESS ROBERSON

Senior Associate

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BARBARA DAUSH

Senior Consultant and Catholic Schools Practice Leader

barbara.daush@carneysandoe.com

The full-time equivalent salary range for this position is \$225,000 - \$250,000, commensurate with experience. The starting salary is based upon, but not limited to, several factors that include years of experience, education level, and expertise



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