

HEAD OF SCHOOL SEARCH

ST. CHARLES PREPARATORY SCHOOL

Columbus, Ohio

stcharlesprep.org

Start Date: July 2025



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

St. Charles is an all-boys college preparatory Catholic high school of the Diocese of Columbus, Ohio, that instills in its graduates the importance of prayer, faith, service, character, and hard work in an environment that values diversity, accountability, and excellence and that creates an enduring tradition of brotherhood.

At a Glance



Established
1923



Total enrollment
599



Total faculty
45



Students-faculty ratio
15:1



Students of color
25%



Financial aid awarded
\$2.1M



Faculty with advanced degrees
80%



Campus size
26 acres

Percentage of Catholic students: 80%

Zip codes represented: 62

Faculty of color: 11%

Students receiving aid: 74%

Endowment: \$30 M

Annual operating budget: \$10.5 M



Overview

St. Charles Preparatory School, a premier Catholic, college-preparatory high school for young men in Columbus, Ohio, is seeking a dynamic and visionary Head of School to lead its community beginning in July 2025. Founded in 1923, St. Charles has a rich history of academic excellence, spiritual growth, and character formation, shaping young men into leaders who are grounded in faith and committed to serving their communities. With a current enrollment of approximately 599 students, St. Charles stands as a beacon of Catholic education, known for its rigorous academic standards, strong emphasis on service, and dedication to forming well-rounded young men of character.

St. Charles is a proud and integral member of the Diocese of Columbus, which serves nearly 18,000 students in 50 schools across Central Ohio. This strong diocesan network offers a robust support system, fostering academic, spiritual, and leadership growth. The Head of School will be responsible for upholding and strengthening this bond, collaborating closely with the Diocese to ensure that St. Charles remains a model of Catholic education and continues to thrive as a vital part of the larger community.

The city of Columbus itself is a vibrant and rapidly growing metropolis that provides a stimulating environment for both professional and personal development. Consistently ranked as one of the fastest-growing cities in the United States, Columbus boasts a thriving economy, an active arts and cultural scene, and the presence of The Ohio State University, one of the nation's largest and most prestigious research institutions. The city's diverse and inclusive community, along with its spirit of innovation, makes it an ideal backdrop for the transformative work of a Head of School. St. Charles's location in Columbus allows for unique opportunities to engage with a wide range of educational, cultural, and philanthropic partners, enriching the experience of every student and community member.

St. Charles has long benefited from a supportive and engaged community of parents, alumni, and benefactors who are deeply loyal to the school and committed to its mission. The new Head of School will have the opportunity to cultivate and strengthen these relationships, ensuring that every member of the St. Charles family feels a part of the school's ongoing success. As the school prepares to celebrate its 102nd year in 2025, the Head of School will have the chance to honor this legacy while leading the school forward with vision and energy.



Opportunities and Challenges

The next Head of School will face a unique set of opportunities and challenges guiding St. Charles into its next era of excellence:

- **Maintaining and Enhancing Catholic Identity:** The Head of School will be tasked with fostering a faith-filled environment that permeates every aspect of the St. Charles experience, from prayer and religious instruction to service opportunities and spiritual retreats. The leader must be committed to deepening the Catholic identity of the school, ensuring that students grow in faith and develop a strong moral compass.
- **Defining the Head of School role:** As the school transitions into a Head of School model, the new leader will need to work collaboratively with the Board and Principal to define roles and responsibilities clearly. This model aims to enhance the effectiveness of school leadership, and the Head of School will play a critical role in ensuring that the structure supports student success and the overall mission.
- **Cultural Stewardship:** St. Charles has a distinctive and thriving school culture that prioritizes academic rigor, mutual respect, and service to others. The new Head of School will be expected to honor and build upon this culture, engaging meaningfully with students, faculty, staff, parents, and alumni to foster a strong sense of belonging and purpose.
- **Facilities and Campus Development:** The historic St. Charles campus is a treasured part of the school's identity. The Head of School will oversee the maintenance and enhancement of these facilities, ensuring that the campus continues to serve as an inspiring and effective space for teaching and learning. This includes exploring new opportunities to modernize and adapt facilities to support innovative educational practices.
- **Teaching and Learning Excellence:** To prepare students for success in an ever-changing world, the Head of School will need to work thoughtfully with the Principal and leadership team to advance the academic program. This includes championing excellence in teaching and learning, integrating new technologies and methodologies, and maintaining high standards while remaining true to the school's Catholic tradition.
- **Diocesan Collaboration:** Working hand-in-hand with the Diocese of Columbus will be essential for the new Head of School. This collaboration will ensure that St. Charles remains aligned with diocesan goals and continues to benefit from the resources and guidance offered by this supportive network.
- **Engaging Parents and Alumni:** The St. Charles community is deeply loyal, and the Head of School must continue to strengthen these bonds. By engaging parents, alumni, and other stakeholders in meaningful ways, the Head of School will help sustain a vibrant and active support network that benefits the entire school.



Qualifications and Personal Attributes

The ideal candidate for Head of School at St. Charles will possess the following qualities and qualifications:

- **Visionary Leadership:** A strategic thinker with a clear vision for the future of St. Charles, capable of articulating and implementing plans that honor the school's traditions while embracing opportunities for innovation.
- **Exceptional Communication Skills:** The ability to inspire and connect with various constituencies, including students, parents, faculty, alumni, and donors, through both written and verbal communication.
- **High Emotional Intelligence (EQ):** A leader who is empathetic, approachable, and skilled at building strong relationships, understanding the importance of listening and engaging with others authentically.
- **Strong Catholic Faith:** A committed Catholic who is deeply dedicated to fostering spiritual growth and Catholic values within the St. Charles community.
- **Personable and Engaging:** Someone who naturally builds rapport with people of all ages and backgrounds, serving as a visible and approachable presence within the school and greater community.
- **Fundraising Expertise:** A confident and effective fundraiser who will represent St. Charles with enthusiasm, fostering relationships with donors and community partners to secure the resources needed for continued growth and success.
- **Cheerleader for the Community:** A passionate advocate for St. Charles, celebrating the school's achievements and promoting its mission both within Columbus and beyond.
- **Mission-Driven and Ethical:** An individual whose integrity, sincerity, and ethical principles are evident and who is consistently aligned with the values and mission of the school.
- **Culture Enhancer:** Someone who will thoughtfully guide and strengthen the school's culture, creating a welcoming, inclusive, and faith-filled environment that inspires all members of the community.

St. Charles Preparatory School is poised for an exciting future, and the new Head of School will play a pivotal role in guiding this exceptional institution forward. This is an opportunity to lead a school with a proud past and a bright future, making a lasting impact on the lives of young men and the broader Columbus community.

Learn More

Click on the links below to learn more about St. Charles Preparatory School.

[School Website](#)

[School Profile](#)

[School History](#)

[About Columbus, Ohio](#)

[Vision for the Future](#)



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 particular position;
- A current résumé;
- A completed Candidate Questionnaire (to be provided by 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:

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