ARCHDIOCESE of PHILADELPHIA SCHOOLS

Office of Catholic Education
222 North 17th St.
Philadelphia, PA 19103-1299

Elementary Administrators Development Program
2021-2022

Since 1981, The Office of Catholic Education has successfully implemented programs designed to help prepare qualified teachers for the role of administration in our elementary and special education schools. This program is not a certification program.

Catholic Education has served many families across the five counties of our Archdiocese since 1851 when Saint John Neumann established 17 parish schools. As we work to sustain this invaluable tradition, strong, prayerful, committed and qualified leaders are necessary. The program is open to all qualified teachers and new administrators, both religious and lay.

Perhaps God is calling you to the leadership role in Catholic education!

Qualifications

For consideration and entrance into the Elementary Administrators Development Program, the following credentials are required:

- The applicant must be a practicing Catholic with a letter of recommendation from the home parish pastor
- Master's degree (transcript to verify)
    - Candidate may be enrolled in a master's program (transcript to verify)
- PA certification
- A minimum of five (5) years teaching experience

- Religious certification (or minimum of twelve credits and working toward certification)
- Current:
    - Police Check
    - Child Abuse Clearance
    - FBI Fingerprint Check
    - Child Abuse Prevention Training Certificate

Application Requirements

- Letter of introduction with an explanation of why you should be considered for this program
- Your Philosophy of Catholic Education
- Full résumé of education and experience
- Letter of recommendation from the pastor of your home parish
- Letter of recommendation from your current principal
- Copy of your Religion certificate
- Copy of your most current official college transcript
- Copy of PA certification

Requirements

If you possess the necessary qualifications and have a passionate desire to be a leader in the ministry of Catholic education, this program may be for you.

Do all things in the name of God and you will do things well!

All applications, sent electronically, due by **June 25, 2021.**

Bernadette Dougherty
Assistant Superintendent of Elementary Schools
222 North Seventeenth Street
Philadelphia, Pennsylvania 19103-1299
215-587-3743 office
215-651-4730 mobile
bdougherty@archphila.org