Southern Teachers is assisting The Benedictine Schools of Richmond in its search for an Academic Dean to serve St. Gertrude High School for girls and Benedictine College Preparatory for boys in maintaining their rigorous academic programs.

The Academic Dean assists the Principal in managing the school’s accreditation process and faculty hiring. He or she encourages faculty growth by establishing an ongoing evaluation process, promoting professional development, planning new teacher orientation, and coordinating teacher licensure. The Dean ensures that students meet retention and graduation criteria, supervises the counseling department, leads weekly student support and department chair meetings, and works with the chairs to establish department goals and manage budgets. The Dean also prepares the master schedule of classes and develops semester testing procedures and schedules.

The ideal candidate will have at least five years of successful teaching experience and a proven record of leadership. Excellent communication skills, both verbal and written, are required.

The Benedictine Schools of Richmond are Catholic college preparatory high schools—Saint Gertrude High School and Benedictine College Preparatory—located together on the Benedictine Abbey campus. The schools offer single-sex educational environments that seek to introduce and deepen each student’s relationship with the person of Jesus Christ, to help each student learn from Him, be transformed by Him, and through Him to discover a call in life. Benedictine values see education as a quest for truth, beauty, and goodness and seek to form all students into self-motivated learners and leaders in their vocations.

To apply, please complete the online Application to become a Southern Teachers Candidate and submit a cover letter explaining your interest in and qualifications for this position, which begins in July 2022.