



TRINITY

H I G H S C H O O L

PRESIDENT

Trinity High School and
Trinity High School Foundation

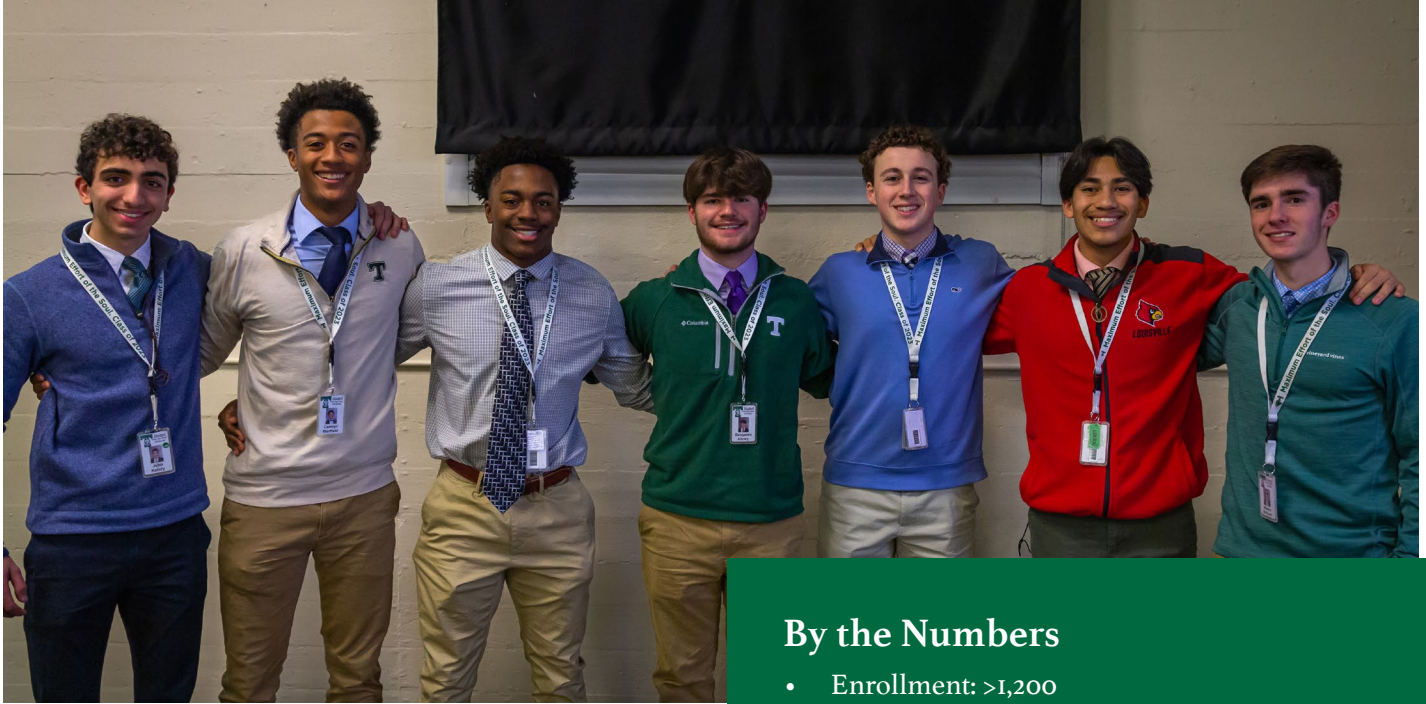
Louisville, KY

Start date: July 2025



Trinity is a Catholic, college-preparatory high school forming men of faith and character in the heart of St. Matthews in Jefferson County.

ABOUT TRINITY HIGH SCHOOL



Founded in 1953, **Trinity High School (THS)** is a Catholic, college preparatory high school constantly striving to achieve our mission of forming men of faith and men of character. The 106 students from our first graduating class have been followed by a legacy of academic, personal, and cultural achievement and an academically and economically diverse student population of more than 1,200. Trinity's unrivaled teachers, resources, and activities help shape and guide a diverse group of boys into great men.

At Trinity, we are ONE welcoming Catholic community. Students come from 70 schools and 12 counties, and 18% are students of color. They have opportunities to participate in more than 100 clubs and extracurricular activities and compete in 20 sports. Annually, we distribute nearly \$4 million in financial aid to more than 35% of our students. Trinity offers several unique programs, most notably our block schedule and house system, which provide numerous advantages both academically and socially. At Trinity, there are no molds, stereotypes, or preconceived expectations; we see only the potential for young men to be great.

By the Numbers

- Enrollment: >1,200
- Budget: \$23.5 million
- College scholarships: \$260 million in last 7 years
- National Merit recognitions: 100 in last 9 years
- International travel: 5 continents

Guiding Principles

MISSION

Trinity is a Catholic, college-preparatory high school, forming men of faith and character.

VISION

We strive to be recognized as the most student- and stakeholder-focused Catholic high school in America.

STRATEGIC PLAN

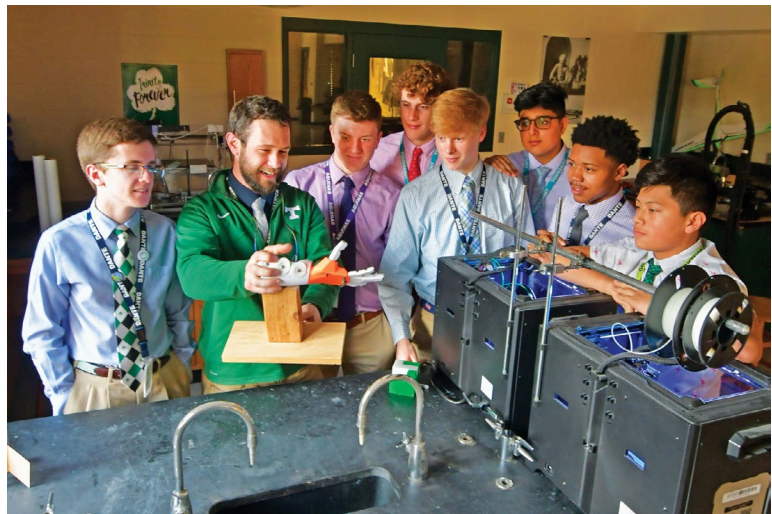
The 2023-26 strategic plan drives us to:

- Sustain our compelling academic results
- Ensure that Trinity is financially accessible
- Respond to the way today's parents and students choose a school

STUDENT LIFE AT TRINITY

The President of Trinity High School will lead a dynamic educational experience that features:

- Four academic programs (advanced, honors, academic and traditional), tailoring each student's experience to their abilities
- Block scheduling that provides increased academic rigor, flexibility in scheduling, and hands-on learning where students develop critical thinking and problem-solving skills
- STEM classes and clubs, nine science labs, and an outdoor classroom
- Technology center, including CAD, graphic design, robotics, networking, programming, web design, and CISCO certification
- Library media center with 3-D printers and virtual reality tools
- Competitive and intramural sports
- Visual and performing arts
- Digital and video journalism
- Research trips and study abroad
- Campus ministry and retreat programs
- College and career counseling



THE OPPORTUNITY



Trinity is seeking a charismatic, visionary leader to serve as the President of Trinity High School and the Trinity High School Foundation, implementing and managing the mission, vision, and traditions of Trinity. The President will create and implement the vision and direction of both the school and the foundation, spending roughly 60% of time on school operations with the remaining time focused on growing the foundation.

With the support of a strong leadership team of four administrative staff in the school (Principal, Vice President of Advancement and Director of Admissions, Director of Finance & Administration, Director of Athletics), two staff dedicated to the foundation (Vice President of Development, Senior Director of Development), and more than 100 members of faculty and staff, the President has ultimate and overall responsibility for board relations, curriculum and instruction, student life, financial oversight, admissions, development, and advancement. The President serves as Trinity's spokesperson for internal and external stakeholders, including but not limited to students, parents/caregivers, faculty, staff, and alumni.

MISSION AND PHILOSOPHY

- Serve as the primary faith leader, ensuring that Catholic identity is at the forefront of all decisions both academically and operationally.
- Ensure that annual programs for students, faculty, and staff are planned, implemented, and evaluated in support of THS' mission.
- Ensure that all policies executed reflect the mission, vision, and philosophy of THS.



In addition, the President plays an integral role in supporting the Catholic identity of Trinity and serves as the school's liaison with the broader Catholic community. The President reports directly to the school's Board of Directors.

This role is a unique opportunity to build on the successes of a long-tenured President while creating a vision and path for Trinity to continue to grow and adapt to the changing landscape of secondary education. The President will have the opportunity to continue the high level of success Trinity has experienced in student enrollment, academic curriculum initiatives, developing a strong and active donor base, and forming a dedicated team of faculty and staff.

Trinity High School's current president will step down after leading the school community since 2000. He will continue in his current role for the 2024-25 school year, then remain for two years as Vice President for Mission, primarily focused on fundraising.

POSITION RESPONSIBILITIES



In this dual role position, the President will lead both Trinity High School and the Trinity High School Foundation.

As President of Trinity High School, the President will oversee governance, mission, and philosophy of the school, including academics, advancement, administration, and athletics. As leader of the THS family, the President will be a noticeable presence at the school's athletic, academic, arts and other extracurricular events.

As President of the Trinity High School Foundation, the President will lead fundraising and development initiatives and oversee facilities management. The foundation is entrusted with supporting Trinity's mission, stewarding the campus facilities and financial aid endowment which are supported through fundraising and active investment management.

PRESIDENT, TRINITY HIGH SCHOOL

GOVERNANCE

The President ensures the school board is informed of all relevant school matters, implements policy decisions recommended by the board, and collaborates with that team to create and execute the school's strategic plan. (THS is currently operating from its 2023-26 strategic plan.). S/he also presents the operating and capital budgets to the school board and recommends tuition rates. The President recruits, hires, and manages all staff that report to him/her.

Trinity's President maintains a highly visible role on campus and beyond, leading by example and acting as a bridge between the school board and THS stakeholders, including (but not limited to) students and their parents/caregivers, donors, alumni, staff, the Catholic Church, and the wider community. With a focus on student well-being, s/he understands and lives Trinity's mission and effectively balances the demands of academic excellence, financial reality, and public perception.

ACADEMICS

The THS President oversees Trinity's application process for all outside accreditation. The President oversees the Principal's decisions regarding the selection of curriculum, class schedules, graduation requirements, and other aspects of academics. The President also ensures the Principal provides faculty with a clear vision and understanding of the school's mission and philosophy. The President serves in a formal appeals position for the Principal's decisions and oversees and reviews decisions related to the hiring or termination of faculty and staff and dismissal of students.

ADMINISTRATION

The President understands and manages all business functions of the school – operations, finance, human resources, information technology, and facilities – and oversees all employment and human resource matters, such as contracts, salaries, benefits, performance evaluations, staff and faculty recruitment, and retention policies.

POSITION RESPONSIBILITIES

Through delegation and oversight, the President maintains a fiscally responsible operation, including overseeing the annual budget and financial aid awards. S/he manages the Director of Finance and Administration in relation to careful stewardship of Trinity's resources, the highest standards in maintaining campus upkeep, food service, campus store, and information management, and the identification of major replacement/repair needs for study and action by the school board. The President also assigns certain oversight duties of the information technology department to the senior leadership team.

ATHLETICS

Trinity's President recognizes the importance of creating and maintaining athletic programs that remain nationally renowned and competitive in all 20 KHSAA sanctioned sports, and promotes athletic success as a key element of the THS experience. In collaboration with the Athletic Director, the President supports the coaches and trainers affiliated with each sport, both sanctioned and club/intramural. S/he serves as liaison with KHSAA to ensure school's compliance.



ADVANCEMENT AND RECRUITMENT

In collaboration with the Vice President of Advancement and Director of Admissions, the President creates, implements, and assesses an aggressive advancement effort. S/he serves as the public spokesperson for Trinity, participating in community activities and serving as Trinity's representative to the wider local, regional, and national community. The President oversees and supports the school's admissions functions, including recruitment programs, internal marketing, and external outreach. Additionally, s/he manages and coordinates Trinity's application process for all local, regional, and national award recognition opportunities.



Strategic Plan Pillars 2023-26

- Community of faith
- Academics
- Student well-being
- Student activities and athletics
- Faculty and staff
- Technology
- Fundraising
- Alumni, communications, community relations, and marketing
- Governance, administration, and finance
- Buildings and facilities

POSITION RESPONSIBILITIES

PRESIDENT, TRINITY HIGH SCHOOL FOUNDATION

FUNDRAISING AND DEVELOPMENT

The President leads significant fundraising initiatives and oversees the development staff's efforts to achieve annual fundraising objectives. Major campus improvements are achieved through fundraising rather than tuition assessments. Active fundraising and growth in the endowment are critical to keeping Trinity accessible to as many students as possible.

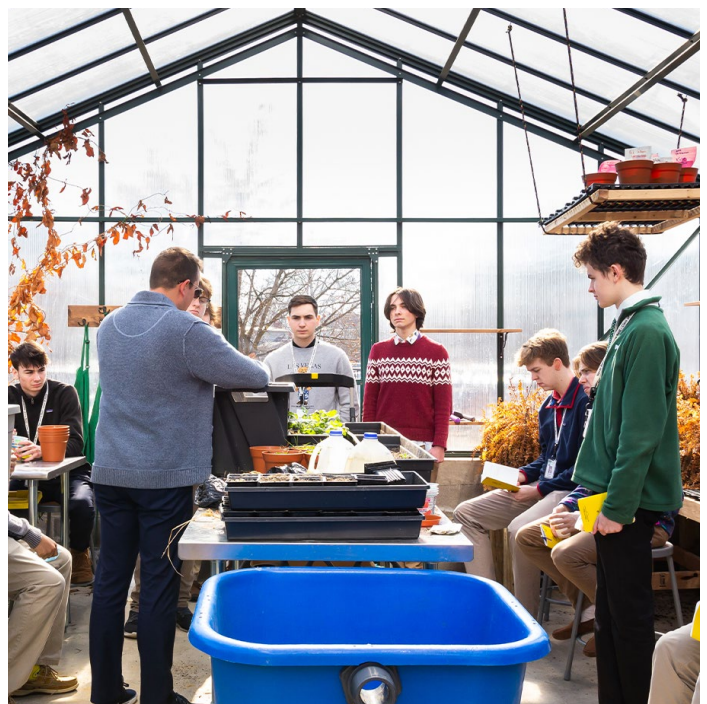
The President also plays an active role in alumni initiatives and relations, fosters relationships with potential donors, and solicits grants and donations from various sources.

FACILITIES MANAGEMENT

The President oversees the design and implementation of all construction projects on the THS campus and annual renewal of replacement projects for the school and foundation. S/he coordinates with the foundation's board on property acquisition and other campus improvement opportunities.

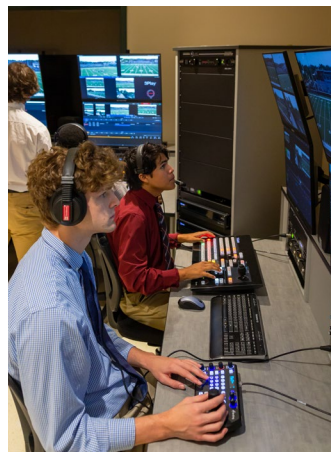
FINANCIAL OVERSIGHT

The President provides oversight and input to the Foundation's investment committee, which is charged with managing the Foundation's endowment and other investments.



CANDIDATE PROFILE & QUALIFICATIONS

- Advanced degree or equivalent business experience
- Previous senior leadership experience in a complex organization
- Demonstrated comfort level with fundraising
- A practicing Catholic, mature in faith, and committed to academic, spiritual and personal growth of young men
- A strategic thinker and leader with demonstrated excellence in:
 - Fundraising
 - Planning
 - Team building
 - Interpersonal relations
 - Leadership
 - Goal setting
 - Communication
 - Teaching
 - Problem solving
 - Strategic planning



APPLICATION PROCESS

Trinity High School has exclusively engaged Ashley|Rountree and Associates to assist the search committee as they seek to fill the role of President.

As part of the application process, each candidate is expected to submit the following for their application to be considered complete.

Please visit the job posting web page to apply.

COVER LETTER

Explain why you are interested in and qualified for the position.

CURRENT RÉSUMÉ

APPLICATION QUESTIONS

Candidates are encouraged to provide thorough and thoughtful answers to the questions.

REFERENCES

Provide five professional references, including name, email address, telephone number and relationship to the candidate.

For confidential inquiries only, contact Shane Stuber at [sstuber@ashleyroutree.com](mailto:ssuber@ashleyroutree.com). All applications must be submitted through the portal.

