

Diocese of Nashville

<https://dioceseofnashville.com/job/vice-principal-of-academics/>

Vice Principal of Academics

Description

Reports to: Principal

Overbrook Catholic School seeks a faithful, collaborative, and mission-driven Vice Principal of Academics to join our administrative leadership team. The Vice Principal of Academics partners closely with the principal to advance the school's Catholic identity, academic excellence, and vibrant student life in accordance with the Dominican charism of truth and charity.

Position Overview

The Vice Principal of Academics plays a key role in fostering a joyful, disciplined, and rigorous Catholic liberal arts environment known as the Dominican Difference. This role supports students, faculty, and families by overseeing curriculum, faculty support, professional development, and school improvement while promoting virtue, self-discipline, and community.

Key Responsibilities

The Vice Principal of Academics is present to support the work of the principal and to oversee the following areas:

- Collaborate with administration and faculty to uphold and promote the Catholic mission and Dominican tradition across all aspects of school life
- Assist the principal in school leadership, policy implementation, and daily operations
- Support and supervise faculty, staff, and substitute teachers
- Assist with accreditation, professional development, curriculum support, and school improvement
- Act on behalf of the principal when needed

Qualifications

- Practicing Catholic in good standing with the Church
- Demonstrated commitment to Catholic education and student formation
- Strong leadership, communication, and organizational skills
- At least 5 years of experience in K-8 Catholic education, administration, or school leadership preferred
- Master's degree in Administration or Educational Leadership preferred
- Valid Tennessee licensure or ability to obtain
- Completion of background checks and Safe Environment requirements

Hiring organization

Overbrook Catholic School

Job Location

Nashville, TN

Date posted

February 3, 2026

Valid through

08.05.2026

Interested candidates should submit a cover letter noting their interest in working in a Catholic school, along with a resume, to Maria Doherty at dohertym@dominicancampus.org

Why Overbrook?

Overbrook Catholic School offers a faith-filled, nurturing, and academically rigorous environment rooted in the Dominican tradition. We seek leaders who are joyful witnesses to the faith and passionate about forming students in truth, virtue, and excellence.

How to Apply

Interested candidates should submit a cover letter noting their interest in working in a Catholic school, along with a resume, to Maria Doherty at dohertym@dominican-campus.org