



## HEAD OF HUMAN RESOURCES

Position Specification

April 2026

Gaudium  
Group

We recruit and coach the best.

The Gaudium Group is an agile, elite executive search and coaching firm with a proven track record. We deftly apply decades of experience and relationships to deliver a tailored approach.

## **The Opportunity**

Pax Christi Academies, an innovative organization transforming Catholic parochial education, seeks a Head of Human Resources to serve as a strategic partner to the President and school principals, ensuring that human resources, team development, and organizational strategy are fully aligned with Pax Christi's mission and long-term growth. Blending operational HR leadership with a focus on mission, the VP will shape talent acquisition, faculty development, and retention practices in a way that strengthens school culture, improves hiring, addresses underperformance, and ensures the Academies attract and retain mission-aligned faculty and staff. This role requires a leader who can navigate the balance between school-level autonomy and system-wide structures, bringing clarity, efficiency, and a mission-driven approach to all aspects of the organization.

## **The Organization**

Pax Christi Academies, which leads a network of five faithful Catholic schools in Orange County, CA, is committed to forming children in the fullness of faith, intellect, character, and citizenship, who see God's active presence in their lives and respond to the call to be like Jesus. As a growing system of schools, Pax Christi is steered by a dedicated team of visionary leaders—working in partnership with church leaders—whose sole focus is on education, where every child is provided the opportunity to encounter Christ, flourish, prosper and achieve academic excellence dedicated to excellence in teaching, fidelity to the Magisterium, and the flourishing of both faculty and families. With a dynamic leadership team and a deep commitment to mission, the Academies aim to be a national model for authentically Catholic education—integrating the best practices of faith and moral formation, academic education, and enrollment growth and financial sustainability.

## **The Role**

Working closely with the President and provided administrative support by the diocesan HR shared services team, this executive will take the lead on human capital issues for the organization, driving continued success and growth in the schools.

## The Executive

### Key Responsibilities

#### Human Resource Leadership:

- Create and/or update faculty, staff, and student handbooks to reflect Catholic mission and best practices.
- Define and manage HR responsibilities between Pax schools and diocesan shared services, ensuring clarity, compliance, and efficiency.
- Create policies and workflows that advance both compliance and strategic objectives.

#### Talent Acquisition & Development:

- Establish a mission-driven recruitment process for all faculty and staff.
- Strengthen hiring practices to ensure timely recruitment, cultural fit, and alignment with Catholic values.
- Develop onboarding, mentoring, and professional development systems for faculty and staff.

#### Performance Management:

- Design and implement fair, mission-based performance review processes.
- Equip principals to manage employee relations confidently, including addressing underperformance.
- Build leadership pipelines and identify future leaders within the Academies.

#### Strategic Capacity & Growth:

- Develop a multi-year personnel strategy tied to organizational growth and strategic priorities.
- Ensure HR practices support enrollment goals and long-term sustainability.
- Serve as a trusted advisor to the President and principals on personnel and organizational strategy.

#### Collaboration & Communication:

- Facilitate alignment and communication across departments and campuses.
- Partner with principals to identify challenges and design effective solutions.
- Source talent from strategic networks and prepare hires to thrive in a Catholic school environment.

## Core Competencies & Character

- Deeply committed to the mission of Catholic education.
- Entrepreneurial with strong HR expertise and organizational leadership experience.
- Builds trust and navigates sensitive issues with clarity and grace.
- Skilled in talent development, mentorship, and performance management.
- Capable of implementing scalable, sustainable systems.
- Disciplined, adaptable, and resilient under pressure; brings clarity in ambiguity.

## Qualifications & Experience

- Practicing Catholic committed to the Church's teaching and life of virtue.
- Minimum 7–10 years of leadership experience in HR, organizational strategy, or school leadership.
- Demonstrated success in recruitment, performance management, and organizational development.
- Experience in Catholic education or faith-based nonprofits strongly preferred.
- Strong written and verbal communication skills; board presentation experience desired.

## Additional Information

Additional information can be found at the Pax Christi Academies' [website](#) and the recently released [impact report](#).