

# Head of School/ Executive Director Search

## *About Orcas Montessori School*

Orcas Montessori School (OMS), founded in 1987, provides a Montessori education for Orcas Island children aged 2.5-6. Nestled in a century old apple orchard on a rural island off the coast of Washington, the school functions as a nonprofit with a staff of four. In an effort to make the school accessible to all families, with tuition not being a barrier, the school enrolls students with various state funded programs and community funded scholarships. Guided by the principles and spirit of Dr. Maria Montessori, OMS coffer a creative learning community for preschool and kindergarten children and nurtures each child's unique gift, love of learning, independence and compassion for others.



Rich in history, the school is proud of its long-time director and AMI Certified lead guide and its strong parent and community support. The school building was purchased in 1998 and just recently was expanded to include a newly completed classroom addition doubling the footprint of the school.

The school closed in-person sessions during COVID and re-opened as an outdoor program in September with a reduced group size and shorter hours. Now that the construction is complete on the addition, the hours and enrollment numbers will increase for fall of 2021.



Orcas Island is the largest of the San Juan Islands. It hosts a variety of opportunities for enjoyment, such as hiking, public beaches,

town parades, boating, kayaking, fishing, and local farms. It is accessible by ferry, about an hour's ride from Anacortes, Washington.



The Orcas Montessori School is seeking an innovative, compassionate and inspiring leader who can uphold the long-standing traditions of the school, while also leading it into the future and responding to current global and community needs.

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## *Our New Head of School*

🍏 The following characteristics are desirable for a new Head of School:

An individual who embraces the Montessori pedagogy and expresses this passion in communication, leadership, creative thinking, approachability and collaboration and will enjoy spending some time each day in the classroom.

An individual who has strong interpersonal, communication and relationship skills, project management and organizational skills, and is flexible, a fast learner and able to multi-task.

An individual who has a commitment to integrity, diversity and the extraordinary potential of children.

An individual who has educational, nonprofit and Montessori training or experience.

An individual who can work collaboratively with staff, families, children, the Board of Trustees, community members and state agencies and meet all the requirements for a Washington State licensed childcare center.

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🍏 The ideal candidate would meet the following qualifications:

MA in Education or BA and Montessori Certificate

Background in Montessori Education or Administration

Minimum 3 years' experience in a non-profit organization in a leadership role

Montessori teaching experience

Proven fundraising and grant writing experience

Experience supervising and training staff

Computer skills

Marketing experience

🍏 Additional job responsibilities include the following:

Management of day-to-day operations ensuring compliance with state licensing requirements

Facility management

Time with the children

This is a full time position beginning with the 2021-22 school year and is open until filled.

Interested candidates should submit letter and resume to [jobs.oms@outlook.com](mailto:jobs.oms@outlook.com).