



Keystone Montessori School is a growing, non-profit independent school, recognized by the Association Montessori Internationale (AMI) and located in beautiful Charlotte, North Carolina. Our mission is to honor each child's natural development through joyful, purposeful learning. We do so by following AMI pedagogical principles, while emphasizing warmth and belonging among our community of students, families and staff. We are currently searching for an exceptional individual to join and lead us in continuing this work as our **Head of School**, beginning in July of 2024.

Founded in 2013, our school is nestled in the heart of a quiet neighborhood with towering trees, where we currently have capacity for 75 children (ages 3-9) in 3 classrooms - two of which are primary, and one lower elementary, with active plans for school expansion to include the addition of an upper-elementary classroom. Our staff includes dedicated AMI-trained teachers who take great pride in creating beautifully prepared environments, and who value the importance of enthusiastic collaboration.

The primary responsibilities of the Head of School are to embody and communicate the mission and vision of the school, to manage its educational, financial and operational well-being, and to build partnerships both within and between the school and the broader community. This is a full-time, 12-month position.

We offer:

- A competitive salary based on qualifications and experience
- Health, dental and vision insurance
- Retirement match after two years of employment
- AMI membership
- A non-parent board
- A respectful community that enjoys working, creating, and laughing together

We are seeking applicants with:

- A bachelor's degree or higher
- AMI diploma
- At least 15 years of Montessori teaching and/or administrative/leadership experience
- Exceptional communication skills
- Flexibility, dedication, and a passion for the Montessori approach

Interested applicants should send their résumé and a cover letter explaining their interest and suitability for leadership of Keystone Montessori School to the Head of School Search Committee at [keystonemontessori.search@gmail.com](mailto:keystonemontessori.search@gmail.com). Applications will close on November 1, 2023.

An equal opportunity employer, Keystone Montessori School is fully committed to attracting, retaining, and developing the most qualified employees without regard to their race, gender, color, age, nation of origin, sexual orientation, disability, or any other characteristic protected by law.