



A Children's Habitat
MONTESSORI SCHOOL

A CHILDREN'S HABITAT MONTESSORI SCHOOL

Head of School

Contact: Kevin Campbell, Search Coordinator

ksceduconsulting@gmail.com

802.380.6104

Job Title: Head of School

Position Onset: July 1, 2022

School Description: Founded in 1972, A Children's Habitat is Indianapolis's longest-operating Montessori school and a member of the American Montessori Society. Habitat is rooted in the Montessori philosophy of respect for the development and potential of the whole child. Its Montessori environment offers a child-centered curriculum and an unparalleled experience where teachers and families strive together in support of a passionate, equitable, and just learning community. The school serves children ages 1.5 to 12 years in beautiful, developmentally responsive classrooms.

Habitat-at-a-Glance:

Annual Operating Budget:	\$500,000
Current Student Enrollment:	71 students
Faculty / Staff:	Faculty (11); Administrative (3)
Programs / Tuition:	Toddler: \$4,077 - \$6,795
	Primary: \$5,823 - \$8,496
	LE / UE: \$8,640 - \$9,000

Our Mission & Values Position:

Enriching minds and building community, guided by the principles of Dr. Maria Montessori.

At Habitat, the students, staff, and families are committed to:

- | | | |
|-------------------------|-------------|-------------------|
| * The Montessori Method | * Community | * Joyful Learning |
| * Stewardship | * Diversity | * Peace Education |

Head of School: The Position

Habitat is seeking a dedicated and visionary leader to guide daily operations and strategically steward the school toward institutional growth, sustainability, and maturity. The Head of School is fully responsible for the administration of the school and determines, supervises, and directs educational policy, faculty and staff employment, admissions, advancement, parent education, and community engagement. The Head must ensure that the school adheres to Montessori standards and maintains all necessary accreditations. The Head of School reports to the Board of Directors.

The Head of School's Primary Responsibilities and Authority are to ...

- Model the mission and values of the school.
- Execute and administer the policies and strategic plan as set forth by the Board of Directors.

- Oversee all aspects of daily operations and stakeholder care: business, academic, and community.
- Support faculty performance, development, and evaluation.
- Adhere to all legal and regulatory requirements.
- Manage facilities requirements and obligations.
- Lead Habitat to a sustainable future.

Leadership and Personal Qualities: *Habitat's next Head of School should possess ...*

- Minimum of BA or BS.
- A minimum of three years of demonstrated school leadership and management skills.
- Experience as a Montessori administrator/teacher desired, though not required.
- A commitment to growth as a Montessori administrator and leader.
- Deep knowledge and understanding of child development, from infant to adolescent.

The ideal candidate will also be ...

- A collaborative team and consensus builder capable of inspiring and unifying school constituencies.
- A persuasive and active advocate for the school, both on campus and in the broader community.
- A dynamic leader with strong people and organizational skills.
- An excellent communicator who can engender enthusiasm for the school's unique identity and articulate a future vision.
- A fundraiser capable of advancing growth through cultivation and stewardship of individual and institutional giving.
- Dedicated to embracing and nurturing a diverse, equitable, inclusive, and just school community.

Strengths: *The new head of school will benefit from Habitat's many enduring characteristics ...*

- A strong identity rooted in our Montessori mission of *enriching minds and building community*.
- A passionate faculty empowered to master their craft and model the core Montessori tenets of responsibility, organization, independence, and care for self, others, and the environment.
- A learning environment where children are joyful, confident, respected, and respectful.
- A 12-year continuum of educational purpose and opportunity.
- A community that possesses close and meaningful relationships, supports diversity, inclusion, and academic excellence, and is selfless in sharing its time, treasure, and talent.
- A half-acre outdoor classroom that extends opportunity for exploration, immersion, and stewardship.

Opportunities and Challenges: *Habitat's long-term success will be measured by growth and sustainability built upon the following strategic initiatives ...*

- Expanded programming from Toddler to the Adolescent Community that meets the needs of students and families.
- Enhanced facilities that inspire, are healthy and safe, and serve the developmental needs of students and faculty.
- Programmatic, scheduling, and financial accessibility.
- Impeccable communication of its Montessori mission and vision for growth among all Habitat constituents.
- Development of a culture of giving throughout the Habitat community.
- Improved faculty and staff compensation/benefits to attract and retain a high quality of personnel.
- Effective enrollment and marketing practices.

To Apply

Interested candidates should submit the following documents in a single merged pdf to Kevin S. Campbell at ksceduconsulting@gmail.com

- Cover letter expressing interest in this position, specifically as it relates to [Habitat's Mission and Values Statement](#)
- Statement of educational and leadership philosophy
- Resume
- Names and contact information of three professional references with email and telephone contact information

A Children's Habitat Montessori School is an equal opportunity employer and does not discriminate in its employment practices on the basis of race, color, religion, sex, or national origin