



White Bear Montessori is an AMI-accredited school with over 40 years of service in the surrounding community. The school is a Staff- and Board-run, private, not-for-profit, 503(c) organization. White Bear Montessori School has programs for children from Infancy through Lower Elementary and a capacity for more than 120 students. The school's building is a beautifully appointed facility specifically designed to house an AMI-accredited Montessori school. The school's classrooms have attached outdoor work-spaces as well as an ample recess area for each age group. The school's parent community is dedicated and involved and volunteers in many areas of the school's operations. Please visit the school website [www.wbms.org](http://www.wbms.org) for more information.

White Bear Montessori School is currently seeking a Head of School to begin transitioning into the job in spring 2012 and to be fully in place no later than July 2012. The Head of School will be an outstanding leader who can inspire the school's community of teachers, staff, students, and parents through a commitment to providing excellent AMI-based, Montessori education. The ideal candidate will possess keen listening and excellent communication skills, outstanding management ability, strong fiscal management experience, relationship and community-building skills, an understanding of fundraising and development, and a commitment to providing students with an outstanding education. The Head of School will be a collaborative leader who will be key in the implementation of a cohesive, supportive, and nurturing school environment in which students, faculty, staff, parents, and Board members can work together. Secure and self-aware, the Head of School will possess effective delegation and sound decision-making abilities, based on a solid understanding of strategic, operational, human resource, and budget planning and management practices. Finally, the preferred candidate is a lifelong learner and an effective advocate of ongoing parent education and continuous staff development.

Required qualifications include, but are not limited to, the following:

- AMI Primary or Elementary training, with preference for training at both levels,
- At least three years of teaching experience in a Montessori classroom,
- Excellent verbal and written communication skills,
- Proven success in school leadership, preferably in a Montessori environment,
- Bachelor's Degree, with preference for Master's Degree, and
- Experience with or knowledge of business disciplines, such as accounting, management, and human resources.

Please send a letter of introduction, resume, and five references to

[info@wbms.org](mailto:info@wbms.org); Phone: (651) 429-3710