

Grace Montessori Academy

Grace Montessori Academy, founded in 2007, has grown in the first 5 years to a student body of 95 students – Early Childhood through Upper Elementary. GMA's Christian Montessori curriculum provides each student with a learning environment where they can develop their knowledge, self-discipline and self-esteem so as to allow them to realize and achieve their individual potential.

Position Summary

GMA seeks a head of school to: provide positive leadership of day-to-day operations, support faculty, students and families and partner with the Board of Trustees in moving strategic initiatives forward. The GMA Head of School reports directly to the Board of Trustees and oversees every facet of the school. The ideal candidate will have proven experience and qualifications, strong communication skills, inspiring leadership skills and a strong Christian faith.

Our Mission and Vision

Mission:

Grace Montessori Academy is a nurturing, Christian, educational community.

Vision:

We teach the child a love for learning and moral principles that will assist the child in developing their knowledge, self-discipline and self-esteem allowing them to realize and achieve their individual potential.

We teach the child personal responsibility, tolerance, mentoring others and to contribute their unique gifts to the world.

We teach the child to love Christ and desire to become His disciple in the world.

We teach children from ages 3 to 12.

We financially assist those who cannot afford to attend.

We reach out to all people in the community.

We aspire to disciple beyond the children by reaching out as a positive influence to the families.

We aspire to be a Christian Montessori teacher training center.

We are an exemplary Christian school known for pacesetting excellence with impeccable character as an organization.

Program organization and Administrative Structure

Grace Montessori Academy's structure reflects its Montessori roots with multi-aged classrooms and programs. The Early Childhood classrooms serve children aged 3 -6 years old; Lower Elementary 6-9 years; and Upper Elementary 9-12 years. In addition GMA provides a robust cultural curriculum, including music, art, Spanish, Latin, and physical education. The children are taught from the Peacemaker's curriculum to learn to manage conflict. The teachers utilize the Love and Logic philosophies for classroom management.

The head of school works closely with the administrative team – a bookkeeper and a school secretary. There are 8 full-time and 3 part-time teachers.

GMA is governed by a 10 member Board of Trustees that utilizes a committee structure and recognizes its function as being responsible for the fiscal oversight and strategic direction of the school.

Opportunities and Challenges

Grace Montessori Academy is a young, vibrant, well-respected and growing school. Each year we plan for growth that can be effectively managed. The next Head of School will be able to lead the school through a continued growth phase and then stabilization. The Board of Trustees has a rich and exciting vision for the school. This vision, so far has been achieved ahead of plan.

The challenges to achieving the vision include:

- Managing the growth to ensure quality, adequate facilities, financial stability and business controls.
- Maintaining our primary focus on Christ as the reason for the school and the purpose for all we do.
- Developing quality, qualified teachers. This is one reason why our vision is to become a teacher training center using the Christian Montessori Accredited curriculum.
- Continuing to provide a high quality, cohesive educational environment to the children.

Leadership Needs

Grace Montessori Academy seeks an experienced educator with administrative and supervisory experience, who will enthusiastically embrace the mission and vision of GMA. In particular, the Head of School must embrace the Christian Montessori philosophy. Prior experience in Montessori is not required, but is certainly desired.

Along with being a visible, positive and energetic leader, the new Head of School will be a leader who:

- Enjoys people and has the communication and personal skills to build community and support
- Has demonstrated success and ability in the areas of admission and marketing
- Will serve as an authentic and passionate advocate for GMA, its mission and its programs
- Is a person of honesty and integrity who models respect, grace and courtesy to individuals of all ages
- Effectively balances collaboration and listening with the need to be a pro-active decision-maker
- Has a joyful sense of humor
- Appreciates the value of engaging parents in their child's education and appreciates and values the spirit of volunteerism at GMA
- Will bring a clarity of expectations along with the abilities to plan, implement and follow-through
- Has successful experience and appreciation for fund-raising and partnering effectively with a Board

This is an excellent opportunity for someone who has the energy and drive to take GMA from its amazing start along a continued trajectory to its vision.

About Billings, Montana

BILLINGS IS MONTANA'S CITY.

Grace Montessori Academy is located in beautiful Billings, Montana. Where people share a common belief in family, opportunity and adventure. Inspired by an authentic spirit of possibility and aspiration, Billings is a very special place -

somewhere between “open space” and “western pace.” Shaped by the Yellowstone River and sheltered by the Rims, Billings is the cradle of progressive regional commerce, providing healthcare, transportation, diverse educational opportunities, cuisine, arts and culture. A place of forever views, forever memories, and the adventure of the untamed wilderness right out your front door. Billings connects you to warm, genuine, hardworking people who possess a perspective on life that is uniquely Montanan and inherently individual. Billings is a place to explore the many adventures Montana has to offer and still be home for dinner.

Billings video: <http://www.visitbillings.com/video/chamber-2010-video-share.html>

Billings Chamber of Commerce: <http://www.billingschamber.com>

To apply, please submit electronically in PDF format:

- Letter of Interest which reflects on the Opportunity Statement
- Prior experience which suits you to lead our school well
- Educational philosophy and how it will be brought to bear at GMA
- Why you are interested in living in Billings, Montana
- Resume
- The names and contact information of three professional references
- Your specific compensation requirements

To:

Pam Purcell, Board President

Grace Montessori Academy

Email: HeadofSchool@gmamt.org