



Harborlight Montessori School

Beverly, Massachusetts

Interim Head of School

For July 2011-2012

Introduction:

Harborlight Montessori School (<http://www.harborlightmontessori.org/>), serving 242 students from age 6 months through 8th grade seeks an interim head of school for the 2011-2012 school year. Harborlight Montessori School (HMS) was founded in 1973 as a non profit, privately run Montessori school and six years ago changed its Board structure in order to become accredited by the Association of Independent Schools of New England (AISNE) and the American Montessori Society. The school has had one head of school since its founding.

HMS focuses on providing academic excellence, the opportunity for independence, and the foundation for life-long humanitarianism to each of its students. By fostering a love of learning, inspiring creativity and self-motivation, and creating the most respectful of environments, Harborlight aims to maximize the potential of each individual child.

As it transitions from its long-tenured and successful founding head of school, HMS seeks an experienced, dynamic independent school leader to serve as interim head of school and lead the school forward with joy and energy, continuing to advance the school's mission to "Experience Excellence."

Mission:

Harborlight Montessori guides the growth and development of the whole child from infancy through young adolescence in an environment that:

- Fosters a love of learning
- Maximizes individual potential
- Promotes academic excellence
- Inspires creativity
- Celebrates diversity
- Encourages mutual respect
- Nurtures compassion and humanitarianism
- Advocates stewardship of the environment
- Graduates responsible, productive citizens of the world

The School, Structure and Organization:

HMS is in Beverly, Massachusetts, an attractive North Shore town about 30 miles north of Boston. The school is housed in two, bright, beautiful buildings that highlight the Montessori regard for well-designed spaces. The classroom structure reflects the school's Montessori educational philosophy with mixed-age classrooms. A smaller building contains the infant and toddler classrooms and play space, with the main building housing all other school functions—library/media science, specialist classrooms, administrator offices and the primary (ages 3-6), lower elementary (ages 6-9), upper elementary (ages 9-12) and the middle school (ages 12-14) classrooms.

The interim head of school will work closely with the Management Team, consisting of Directors of Admissions, Building & Grounds, Development & Parent Relations, Finance & Technology, Infant & Toddlers, Early Childhood Education, and Elementary & Middle School. In addition, there are forty-three faculty and staff.

HMS is governed by a twelve-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.

Interim Leadership Goals:

In early 2008, HMS adopted a Strategic Plan that included a number of building initiatives. While Phase I of the project (the building of three new classrooms) was completed in the summer of 2008, the economic realities of the past few years have paused the school's building plans and impacted the school's enrollment numbers and operational budget. As the school prepares for new, long-term leadership, the Board of Trustees seeks an interim head of school who has the experience, wisdom and ability to conduct reviews of the school's operational efficiency and academic programs from pre-school through Middle School, providing reports to the Board highlighting the strengths of the school's programs and recommendations for improvements.

Additionally, HMS seeks an interim leader experienced in admissions and marketing as the school looks to strengthen its enrollment numbers and become more widely known for its post-preschool educational programs.

Leadership Needs:

Harborlight Montessori School seeks an experienced independent school leader who will enthusiastically embrace the mission of HMS, most notably its Montessori philosophy, and serve as a sincere and energetic ambassador. Harborlight Montessori School needs an interim head who:

- Will emulate, embrace and nurture the warm, family-like culture that HMS exudes
- Is a visible, accessible leader who will interact joyfully with all members of the school community

- Possesses strong communication skills, flexibility, and a sense of humor
- Has a management style that inspires and instills confidence in administrators, faculty and staff
- Has a successful track record partnering with a Board of Trustees to implement strategic initiatives.

The interim head of school will have the opportunity to spend a year with a dedicated faculty and invested stakeholders in a warm, vibrant school community, helping the school adjust to new leadership and providing guidance and leadership in moving the school forward.

To Apply:

Interested candidates should send a letter of interest, resume and personal statement electronically to:

Jane Foote or Bill Lyons

Independent Thinking

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