



St. Benedict Classical Academy—a Catholic, classical, character-focused elementary school serving children ages 3-13—is currently seeking a qualified, experienced program lead for our Montessori Early Childhood Education program.

We are looking for a dynamic, creative servant-leader who is an experienced school or program administrator and is enthusiastic about our Christ-centered [mission](#). This person will have deep knowledge of early childhood development and education and will be excited to take part in the continued development of a well-enrolled and well-resourced early childhood education program rooted in Montessori methodology and Catechesis of the Good Shepherd religious formation.

This Early Learning Program Director will take full advantage of the following professional opportunities:

- Ensure the physical and emotional safety of all students enrolled in the early childhood program at all times.
- Mentor teachers to ensure their facility with maintaining a standard of excellence.
- Enact developmentally and educationally appropriate and effective approaches to teaching and behavior management that honor our school's distinctive culture and work functionally in Montessori classrooms.
- Lead a team of six early childhood teachers (three leads and three assistants), supporting all aspects of their teaching and professional development through close mentorship and thoughtful rapport-building.
- Manage schedules, logistics, supplies, spaces, and all other day-to-day operations of our three-classroom early childhood building.
- Communicate with parents consistently, proactively, and strategically in support of their roles as the primary educators of their children. Support teachers as they endeavor to communicate effectively with parents.
- Facilitate continued growth and improvement of all aspects of the early childhood program.
- Partner closely with the Director of Enrollment Management on assessing prospective students and onboarding admitted students.
- Work willingly with our learning support specialist in support of student learning.
- In partnership with teachers and other staff, attend to day-to-day issues such as student injury, illness, or behavior concerns.

This role is calling those searching for a new professional home where they can unite their Faith with their early childhood education career and make a positive impact in the lives of our young students and their families. *(Competitive salary and benefits commensurate with education/experience. Montessori certification, training and/or experience would be valued but are **not** required.)*

The Ideal Candidate will have:

- A strong commitment to our school's [mission](#) and the Catholic faith
- A deep and meaningful love of working with young children and their primary educators, their parents.
- Bachelor's and Master's Degrees (preferably in a directly relevant field of study: early childhood education, elementary education, special education, child psychology, etc.)
- Enthusiasm for and knowledge of the Montessori method of education
- Knowledge of and respect for Catechesis of the Good Shepherd Religious education (CGS Level 1 training or willingness to undertake training)
- A positive outlook and a good sense of humor
- Ability to enjoy lots of outdoor time with students all year round, in all kinds of weather conditions
- Ability to handle the at-times physically demanding work of caring for three, four and five year old children (can include heavy lifting, frequent squatting/kneeling, 30+ minute periods of standing)