

Executive Director Position
Kennedy Heights Montessori Center
November 22, 2019

Kennedy Heights Montessori Center (KHMC) is seeking a dedicated, enthusiastic Executive Director to lead and grow our dynamic Montessori center. Providing early childhood care and education, KHMC is a 5-Star Step Up to Quality school located within a culturally diverse, thriving urban community of Greater Cincinnati.

The ideal candidate will be passionate about the education of children, lead through influence and collaboration, embrace diversity and have the ability to coach and develop staff. He or she should have strong business acumen, be an excellent communicator, skilled decision-maker and able to create systems and processes to support and grow the school.

For more than 50 years, KHMC has championed Montessori principles and provided a pure Montessori educational experience to a culturally and socio-economically diverse student body. KHMC is a private, non-profit, parent-coop school serving up to 90 students from age two through kindergarten.

The Executive Director will work closely with KHMC's Board of Directors to carry out the school's educational mission including:

- Foster a culturally and socio-economically diverse population.
- Maintain licensing and accreditation requirements as well as compliance with all regulating agencies.
- Lead and manage staff to continue KHMC's high standards of quality education and care.
- Cultivate effective relationships with all constituents, including students, families, faculty, staff, Board of Directors, community members and key stakeholders.
- Demonstrate accountability for the operating budget and financial stability of KHMC.
- Drive student enrollment and retention in all programs.

Candidates may review additional details of the position at:
<http://www.kennedyheightsmontessori.org/about-us/employment/>

If interested, please submit a cover letter, resume and a leadership/educational philosophy statement pertinent to KHMC (500 word limit) to:

KHMCsearch@gmail.com

--OR--

Kennedy Heights Montessori Center
Attn: Search Committee
6620 Montgomery Road Unit 1
Cincinnati, Ohio 45213

KHMC is an Equal Employment Opportunity Employer.