



Little Oak
MONTESSORI SCHOOL

Little Oak Montessori School

seeks an experienced educational leader steeped in Montessori pedagogy who will embrace our mission and can strategically create and implement plans for a thriving and expansive future.

MONTESSORI SCHOOL

Ages 3-12

FOUNDED

2004

CLASSROOMS

2 Primary

1 Elementary

ADDITIONAL PROGRAMS

After school & summer programs

FACULTY/ STAFF

12

FACILITIES

Open indoor/outdoor nature infused environment in close proximity to town

ANNUAL OPERATING BUDGET

\$750,000 - \$900,000

HEAD OF SCHOOL SEARCH

871 NE Estes | White Salmon, WA, 98672

OVERVIEW

Little Oak Montessori School was created when an ambitious group of parents joined together to reimagine what their young children's education could be. Now, 19 years later, Little Oak has proudly evolved into a vibrant Washington state private Montessori school and nonprofit organization.

Long characterized by a spirit of collaboration and a dynamic educational environment, Little Oak exemplifies a deeply connected school community steeped in Montessori values. Little Oak students are confident, critical thinkers, creative problem solvers, and kind caretakers with well developed moral foundations. Known as an institution that prepares children with *an education for life*, Little Oak students and alumni possess the skills to thrive as conscious citizens in an increasingly global and complex world.

As an institution, Little Oak is committed to providing a community environment that actively identifies and reduces biases and honors differences. This school is deeply committed to taking active steps to move the school and community towards greater equity, inclusion, and justice. *This is a place where kindness and connection matter; where all community members can bring their full selves and feel a profound sense of belonging.*

Little Oak's close knit faculty and staff consider themselves true architects of independence. They are Montessori teachings personified and the anchors of the community tethering rigorous academics with a well-prepared environment for students to explore their fullest potential. Each year, Little Oak staff are provided with professional development opportunities that further their Montessori training and develop skills that enhance their classroom presence.

OVERVIEW CONTINUED

Structurally, Little Oak has two physical locations: an Elementary campus and a Children's House campus approximately 1-mile apart in the beautiful and quaint mountain town of White Salmon, Washington. Throughout the year, there are many events and opportunities for parents, staff, and students to gather alongside one another and immerse themselves in the culture of tradition and care that is embedded in Little Oak's very roots.

As the school continues to flourish and expand with an extensive waitlist and a capital campaign in its beginning stages, Little Oak is well-supported and well-positioned to welcome an ambitious and strategically minded leader that will inspire the next decade-plus of the institution and steward the vision to unite Little Oak's campuses.

At its core, Little Oak is a heart-centered community known for excellence, partnership, and educating confident and capable children. Ambitions for the school, for the students, and for the programs are high, and the school is at a momentous juncture blooming into an exciting phase of institutional, fiscal, and physical expansion.



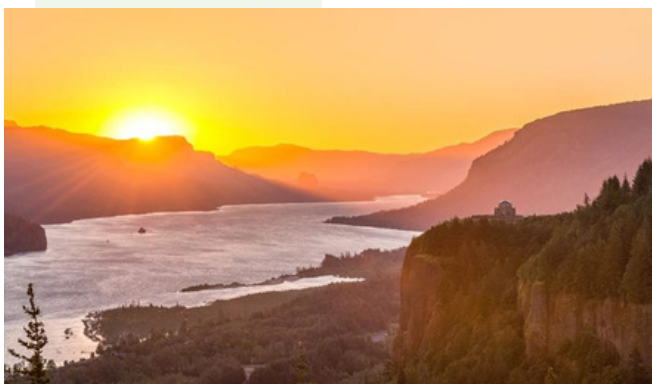


LEADERSHIP

The Head of School works closely with the school's committed Board of Trustees, primarily composed of current school parents, alumni, and community leaders that value education. Trustees may each may serve three years with an option to serve two terms. The Head of School is a non-voting ex officio member of the board. The Head of School sits on the executive, governance and finance committees of the board.

WHITE SALMON, WA | THE COLUMBIA RIVER GORGE

White Salmon, Washington is a rural mountain town with a community feel located an hour outside of Portland, Oregon and situated 550 feet on a bluff above the Columbia River in the largest national scenic area in America, the Columbia River Gorge. The area is characterized by its vibrant art scene, renowned breweries, award winning wineries, and an applaudable commitment to locally sourced foods available in locally owned restaurants that rival big city food culture. It is a haven for outdoor enthusiasts featuring world class kayaking, rafting, SUPing, windsurfing, paragliding, mountain biking, skiing, snowmobiling, hiking, waterfall viewing, and endless access to national forests and untouched wilderness.



OPPORTUNITY

With its talented and dedicated faculty and its 19 year rich history, Little Oak is poised to welcome the fresh ideas and insights of its next leader who will implement new ways of furthering the school's mission of respecting children and their natural joy of discovery. The current Head of School has stabilized the organization through two major crises and laid the foundation for growth. As she passes the torch to a leader who inherits a budget surplus and accelerating demand, the new Head of School has the opportunity to take the reins of an organization that is poised for its next stage of growth in the following ways:

- Oversee operations at the two existing campuses.
- Continue the collaborative work of engaging the community, including faculty and staff, parents, and the Board of Trustees to fulfill Little Oak's vision by implementing the school's strategic growth plan to strengthen core programming and partner with the board to lay the groundwork for a capital campaign that will bring both campuses together.
- Assist the board as they consider expansion of the Children's House to meet the community need and extensive waitlist.
- Bring leadership and focus to increasing school enrollment at the elementary level.
- Employ a consensus-building process, assessing staff and faculty culture, striving for continuous engagement.
- Continue to recruit Assistant Guides with the intent to train and develop them into Lead Guides.
- Work with staff to build and implement authentic developmental and academic assessments that align with the Montessori philosophy in order to strengthen individual growth of the child and effectively communicate progress with parents.
- Provide updates to the board on aggregate academic metrics and other program goals.
- Partner with the board to finance new experiences inside and outside the classroom ensuring all programs continue to offer authentic AMI Montessori experiences.
- Engage the community beyond Little Oak walls and foster inclusion by actively seeking a diverse faculty and student body.
- Continue to sustain a community where faculty, staff, students and families find a sense of belonging.
- Work with board to maintain and grow a healthy budget.
- Support and manage staff with clear and professional expectations using performance metrics.



QUALITIES & TRAITS

Little Oak seeks an approachable leader who can inspire and lead the school and its community to new levels while also respecting its history and traditions. The next Head of School will possess the following skills, qualities, and characteristics:

- A team builder who attracts, develops, and empowers talent; championing professional development and providing resources for faculty and staff to succeed.
- A strategic, forward-thinking individual who can collaboratively lead the community in realizing its vision and executing its strategic plan.
- A leader with business acumen and a solid understanding of independent school financial management, able to prepare and manage a budget to meet financial goals.
- A self-starter with a high degree of proven proficiency to effectively maintain and improve upon the school's systems and operations.
- A visible leader who embraces Montessori at all levels, the school's mission, history, and traditions and communicates and connects with members of the school community. The next Head of School will have a passion for Montessori and will enjoy being among students as well as their families.
- An approachable leader who builds relationships by seeking input, truly listening to various constituency groups, and understanding the importance of open and direct communication.
- A leader who would be comfortable and excited to live in a small rural community, enjoying all the Columbia River Gorge area has to offer.

REQUIREMENTS

- Master's degree in education or a related field; background in or commitment to Montessori education required
- AMI Montessori certification preferred
- Three years experience in non-profit or business leadership preferred

PROCESS

The Little Oak Board of Trustees, in collaboration with the school community including faculty, staff, and parents, is currently performing a national search to find a new Head of School. The ongoing collaborative process includes a number of community touch points such as faculty/staff interviewing panels and open candidate community forums. Interested candidates should submit the following documents via email with attachments by **November 15, 2023** to LOMS Search Committee at **LOMSsearchcommittee@littleoakmontessori.com**.

- Letter of interest addressed to the LOMS Search Committee that includes a brief statement of your educational leadership philosophy.
- Current CV
- Minimum of three references including one supervisor that can be confidentially contacted (provide email and telephone for each)
- Optional: letters of reference

Candidates' engagement with the search will be kept confidential and candidates can expect to receive periodic updates on the progress of the search. Candidates are free to communicate directly with the search committee via email at: **LOMSsearchcommittee@littleoakmontessori.com**.

