

## Head of School

### Jarrow Montessori School Boulder, CO

**Start Date: Summer 2027**



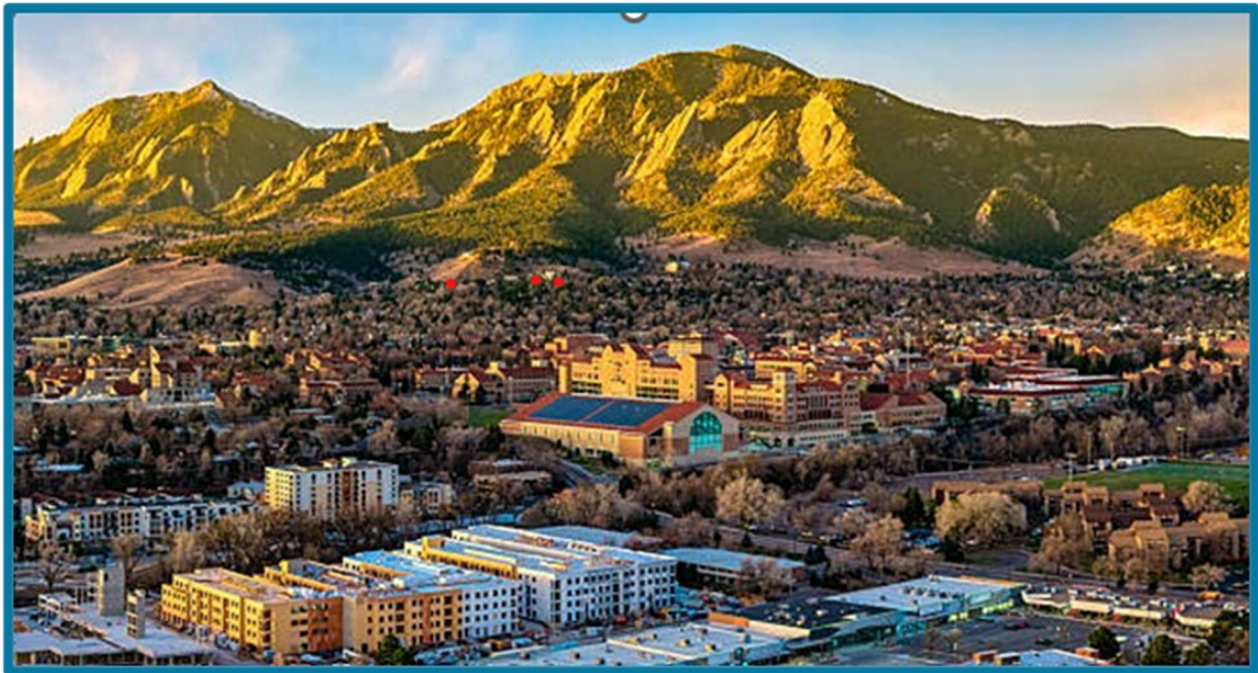
Jarrow Montessori School, a 501c3 non-profit organization, seeks a qualified candidate for its Head of School position beginning in the summer of 2027.

Nestled in the foothills of the Rocky Mountains in Boulder, CO, the 3.5-acre Jarrow Montessori campus, opened its doors in 1964 as the first Montessori school in Colorado, taking its name from an English Benedictine monastery renowned as a center for intellectual excellence. From its inception, a desire to provide a quality Montessori school and experience for children has supported growth from 21 early childhood students to serving approximately 185 students in ten classrooms from 18 months through 12 years of age. As a non-sectarian school, Jarrow has followed an authentic Montessori philosophy from the beginning, with expertly trained educators and curriculum materials that align with Montessori principles. Accredited by the American Montessori Society (AMS), Jarrow boasts multiple buildings surrounding centrally located spacious outdoor environments, several playscapes, and an amphitheater. Outdoor

gardens and green spaces provide a natural extension of the learning environment. The classroom environments themselves are large, well-lit, well equipped with Montessori materials, and open to the outdoors.

At the core of Jarrow’s success and continued growth, are passionate, highly trained Montessori educators leading each of the ten classrooms. This team of credentialed teachers are supported by a strong administrative team including a Director of Admissions, Director of Advancement, Director of Finance, Communications and Operations Administrator, Facilities Director, Learning Support Specialists, Art, Music, Movement/PE, Outdoor Education enrichment teachers, and level coordinators. With an operating budget of over \$4 million, the school is supported by a thoughtful and professional Board of Trustees which functions to oversee the financial stability of the school and its strategic direction. Tuition revenues support the operations of the school.

## Boulder



Often described as a distinctive blend of mountain town, university community, and innovation hub, Boulder combines a close-knit feel with a dynamic and forward-thinking spirit. Situated just 25 miles northwest of Denver, it provides both a strong sense of place and convenient access to a major metropolitan area. Boulder offers an exceptional quality of life, blending natural beauty with a vibrant, intellectually engaged community.

Residents enjoy immediate access to hundreds of miles of hiking and biking trails, fostering an active, outdoor lifestyle, while lively downtown and cultural offerings create a strong sense of connection and

community. Boulder is also a center for research and entrepreneurship, with strengths in technology, aerospace, climate science, and natural and organic foods, alongside the presence of the University of Colorado Boulder. Beginning in 2027, Boulder will also become the new home of the Sundance Film Festival, further enhancing its cultural profile. Together, these elements foster a dynamic and values-driven environment that prioritizes wellness, sustainability, curiosity, and lifelong learning—making Boulder an especially compelling place to live and lead.

## Vision and Mission

**Vision:** Jarrow Montessori School inspires curious learners who trust in their ability to innovate and create in our evolving world.

**Mission:** Jarrow’s mission is to nurture the development of the whole child through high-quality Montessori education. The Jarrow community supports each child’s joyful discovery of self in the journey to becoming a confident lifelong learner and compassionate citizen.



Peace education is a vital and integrated part of school life. Jarrow helps children develop an awareness of and respect for the dignity and diversity of life in general.

Jarrow Montessori School honors and values a learning community with diverse backgrounds, perspectives, and traditions. Experiencing and understanding diversity in a safe and positive environment enhances and enriches the educational experience for children and families. The school is committed to promoting a community that is accepting, inclusive, and respectful.

“The values that Jarrow promotes are very meaningful to me.” [Parent]

For more information about Jarrow Montessori, visit the school's [website](#).

## Head of School Profile

### *Montessori Leader \* Community Builder \* Communicator \* Strategic Thinker*

The next Head of School will be joining an established, successful, 60-year-old Montessori school with an exciting outlook for the future. The ideal candidate must be skilled at building trust and relationships to cultivate a strong and respected voice in leading a Montessori school. A commitment to authentic Montessori education, building on the school's legacy and accomplishments, and honoring the dedication of the tenured faculty, families, and Board is essential for the new Head of School.

The ideal candidate will be an experienced administrator and educator with a proven track record in leadership and accountability within a Montessori setting. Key responsibilities include overseeing school operations and partnering with the Board of Trustees on strategic planning. The head of school must be able to effectively obtain support and buy-in from both faculty and the broader community to execute this vision.



Maintaining stability and strengthening the school community are primary objectives. A Head of School who is knowledgeable and implements the best practices in Montessori is essential.

Personality traits that will serve the new Head of School include strong listening and communication skills, with a demonstrated ability to build meaningful relationships and foster a sense of community.

The next Head of School should be open-minded, observant, diplomatic and decisive, with a deep commitment to inclusion. They will be a visionary leader who embodies integrity,

confidence, warmth, and enthusiasm. The profile below outlines the traits, skills, roles, and responsibilities aligned with success for the next Head of School at Jarrow Montessori.

“We value the curiosity aspect.” [Classroom Assistant]

#### **A Montessori Leader, dedicated to**

- Championing Montessori education demonstrating leadership, experience and expertise in Montessori education working collaboratively, as a teacher advocate and colleague to the Montessori program administrators, and teachers across all programs Toddler through Elementary
- Overseeing the school's academic program and the quality of life of the school community
- Managing faculty and staff including attracting, recruiting, hiring, developing, training, and managing qualified faculty and staff
- Respecting and leveraging the strengths and autonomy of administration and teachers
- Ensuring the school's compliance with the AMS school accreditation standards and all regulatory requirements

- Supporting the integration of students with learning differences
- Modeling Montessori philosophy and values through words, actions, and behavior; placing the child first

“We are always looking for what is best for the child.” [Teacher]

### A Community Builder, gifted at:

- Honoring Jarrow’s history and close-knit culture while guiding it thoughtfully into the future
- Being visible, present, and highly engaged in daily school life
- Building trust and rapport across all stakeholders while upholding the school’s mission and vision
- Listening actively with empathy, fostering collegiality, inclusion, and a strong sense of belonging
- Helping shape a shared, evolving identity that reflects the full community
- Championing and communicating Jarrow’s value within the broader Boulder community
- Supporting fundraising efforts



### An Engaging Communicator, skilled at:

- Communicating with emotional intelligence, integrity, clarity, and transparency
- Balancing strong listening skills with clear, expressive leadership
- Serving as an authentic ambassador for Jarrow and Montessori principles
- Inspiring and articulating the value of Montessori education to all stakeholders
- Ensuring consistent, clear, effective communication with faculty and the Board
- Welcoming diverse perspectives while upholding Montessori philosophy
- Navigating conflict with diplomacy, respect, and openness
- Proactively and consistently communicate the school’s vision and strategic direction to parents, faculty, and the broader community

### A Strategic Thinker, skilled at

- Developing and articulating, in partnership with the Board, a long-term vision and strategic plan
- Seeing and communicating the big picture of Jarrow Montessori, clearly conveying the school’s mission and vision to parents, faculty and the broader Boulder community.
- Delivering best practices in Montessori education and school operations. Embracing, with humility, the scope and responsibilities of leading a not-for-profit school governed by a Board of Trustees
- Establishing effective leadership and governance practices, appropriately engaging the Board, administration, and faculty in decision-making
- Applying strong business acumen and best practices to lead, manage, and ensure accountability across all aspects of the school’s operations, programs, and financial resources



The Head of School is responsible, in partnership with the Board, for the execution of the mission and strategic goals to produce the highest level of education consistent with the accreditation standards set forth by the AMS. The new Head of School must possess expertise and experience in Montessori education, Board governance, and the business acumen to lead, and execute all aspects of the school operation.

The Head of School is under the direct supervision of the Board, which is responsible for the head of school hiring and annual evaluation. **Jarrow Montessori School is seeking an exceptional leader to assume the role in advance of the 2027 school year.**

### **Position Requirements**

- Montessori administrator and/or teaching credential
- MA degree preferred
- Five (5) years' experience in administration in leadership/administrative experience
- Previous classroom experience in Montessori preferred
- Experience with regulatory, personnel, budget, and fiscal management required
- Experience working with a governing Board is strongly preferred
- Meeting all requirements of local, state and accrediting/regulatory bodies; including the [Head of School requirements](#) of an AMS accredited school

**Benefits include** health insurance (health, dental, and life insurance, short- and long-term disability); paid professional development and discretionary funds; tuition discounts; paid time off; and 403B retirement contributions.

Interested candidates should submit the following documents, via email to [Carla Hofland](#), Senior Consultant, [Metro Consulting Services](#):

1. Cover letter addressed to the Search Committee expressing interest in and detailing qualifications for the position, Board of Trustee and school leadership experience
2. A current resume
3. A statement of educational leadership philosophy (1-2 pages)
4. Two examples of writing on a school or educational topic
5. Five references (including email addresses and telephone numbers) that can be contacted confidentially
6. Other documents/media may be required later in the process



Candidates' engagement with the search will be kept confidential until the final stage of the process. Candidates are free to communicate directly with [Carla Hofland](#) via [email](#) or phone (301)230-0901 regarding the search process.

Note that the search will continue until a qualified candidate has been hired. Please submit a letter of interest or application by **August 1, 2026**.

