



Executive Director

Job Description 2023-24 School Year

Mary Seat of Wisdom Montessori is seeking an experienced Executive Director to support our Guides, Assistants, and Families and to help build solid infrastructure for our growing school.

Serving newborns to 9-year-olds, MSW Montessori is a young Catholic Montessori school which has sprung out of the dynamic Catholic community located in Steubenville, Ohio. Families are moving from all over the nation to Steubenville, seeking Catholic community. Many are attracted because of the opportunity of Catholic Montessori education.

Our preferred candidate holds a Master's degree, has Montessori and educational management experience, and a zeal for Jesus and their Catholic faith. Energy and strong leadership abilities are a must. Familiarity with Catechesis of the Good Shepherd is highly valued.

We are eager to fill this position for the 2023-24 school year as soon as possible. A start-date in June 2023 is desirable.

The Executive Director will work with a Montessori Advisor and report directly to MSW's Board of Directors. The position is salaried. Applicants should already have their US residency.

To Apply: Interested candidates should send a letter of interest, current resume, and three references to John Henry Crosby: chairman@maryseatofwisdommontessori.org.

MSW's mission is to provide an authentic Catholic Montessori education, rooted in an encounter with Jesus, to enable the full flourishing of the child—soul, heart, mind, and body—so they may bring Christ's light to the world.