

Job Description



Baltimore Montessori, Inc. seeks an assistant principal for Baltimore Montessori Public Charter School, which serves 600 students from age 3 through 8th grade.

POSITION:

Assistant Principal, Children's House, Lower Elementary

SCHOOL:

Baltimore Montessori Public Charter School

FULL-TIME OR PART-TIME:

Full-time

ANTICIPATED START DATE:

July 31, 2025

MAXIMUM SALARY:

\$147,316

MINIMUM SALARY:

\$92,473

JOB LISTING OPEN:

05/27/2025

JOB LISTING CLOSED:

06/27/2025

CHARTER SCHOOL MANAGED BY:

Baltimore Montessori, Inc.

CHARTER SCHOOL AUTHORIZER:

Baltimore City Public Schools

The assistant principal assists the Principal by functioning as a school instructional leader and/or operational leader in the planning, implementation, and evaluation of instruction, student support, and operations for Baltimore Montessori Public Charter School, Baltimore's first and only public Montessori school.

Desired Qualifications

- Master's degree from an accredited college or institution
- Maryland Advanced Professional Certificate with a Principal/Superintendent or Administrator I and II endorsement
- Three years of leadership experience. This could include dean, instructional coach, department chair, grade level chair/grade team leader, educational associate, academic content liaison, or lead teacher experience in an education setting or a full-time people management position in another professional setting.
- Experience utilizing data to facilitate and support decision making.
- Experience in an urban education environment preferred.
- Demonstration of effective teaching and learning practices.
- Excellent oral and written communication and presentation skills.
- Excellent interpersonal and human relations skill that ensure effective teambuilding.
- Excellent organization, planning, and problem solving skills.
- Effective conflict and stress management skills.
- Ability to provide instructional supervision.
- Ability to plan and implement staff development programs.
- Ability to effectively manage time and multiple priorities.
- Ability to establish and maintain effective relationships with parents, community partners, and students.
- Proficient in the use of technical computer applications including Microsoft Word, Excel, and Outlook

BMPCS has partnered with Ellis Jordan Consulting for this search. To apply, please email a resume and cover letter to: hr@ellisjordanconsulting.com

For more information, visit us at www.bmpcs.org





Job Description

Additional Details

Essential functions of the assistant principal can [be found in this document from Baltimore City Public Schools.](#)

Qualified candidates for the above position must submit the following:

- Completed online application
- Resume that clearly demonstrates the above minimum qualifications
- All transcripts and/or certificates that reflect the minimum qualifications
- Professional References

Benefits

This position is eligible for benefits. To review the available options [please see the information relevant to the union for this position.](#)

BPCSS Notice of Nondiscrimination

Baltimore City Public Schools does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, genetic information, or age in its employment, programs and activities and provides equal access to the Boy Scouts of America and other designated youth groups. For inquiries regarding the nondiscrimination policies, please contact Equal Opportunity Manager, Title IX Coordinator Equal Employment Opportunity and Title IX Compliance Office 200 E. North Avenue, Room 208 Baltimore, MD 21202; 410-396-8542 (phone); 410-396-2955 (fax).

This position is affiliated with the Public School Administrators and Supervisors (PSASA) bargaining union.

This position is affiliated with the State Retirement Plan.

