



Head of School
Rock Prairie Montessori School
Janesville, WI
Start date: fall 2026

Rock Prairie Montessori School (RPMS) seeks a qualified candidate for its Head of School position beginning in the fall of 2026. The current Head of School will be retiring and the leadership transition will occur over a year to ensure that the process is smooth and supportive.

Nestled in a picturesque wooded area of Janesville, Wisconsin, RPMS serves 186 students in eight classrooms ranging from Toddler House to Middle School. The well-appointed school building includes a gym, kitchen and recently updated commons areas. Surrounding the school are several play areas including one specifically designed for toddlers, a larger playground and a Gaga Ball pit.

With long-tenured staff, most of whom are fully Montessori-credentialed, the school maintains a child-centered school in accordance with the Montessori Method. There are 32 staff members. RPMS has a strong culture that both values and lives the Montessori philosophy. The school's administration takes a shared leadership approach, focused on providing a thorough and compassionate approach to education, utilizing best practices. RPMS is guided by a committed Board of Trustees made up of current parents/guardians who have been elected by the membership.

RPMS was established in 1994 as a parent run, non-profit school and has an operating budget of \$1.8 million, with strong reserves. The school owns the building, as well as the 10 acres in which it is situated. The facilities have been carefully maintained over the years and thoughtful planning has gone into the necessary upgrades needed. The classrooms include authentic Montessori materials and have been organized to facilitate children's learning.

Recognizing the importance of foreign language learning for students to become informed and engaged citizens, RPMS offers Spanish to students from age three to eighth grade. The Middle School incorporates a student-run business, Growing Roots, which enables students to learn a full range of skills including soap-making, marketing, sales and finance.

RPMS is affiliated with the International Montessori Council (IMC).





Rock County

Rock County is located in southern Wisconsin and includes the cities of Janesville and Beloit, as well as other smaller communities. With a population of 165,461, Rock County, enjoys abundant natural features, including the Rock River and the Ice Age trail, as well as a number of parks and lakes. Janesville, nearby Beloit and other stateline communities offer a wealth of festivals, cultural events, antique shops and recreational areas that provide year-round opportunities for outdoor enjoyment.

Vision and Mission

Vision: Our Rock Prairie community offers an authentic Montessori education, supporting children in reaching their full potential by fostering independence, responsibility, and confidence. Students develop a lifelong love of learning, rooted in respect for one's self, their school community, and the environment. Through caring relationships, peaceful leadership is instilled within our children as they become engaged global citizens.

Mission: We create a peaceful, nurturing Montessori environment in partnership with families and our larger community, where children grow in lifelong purpose through curiosity and meaningful exploration.

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





Head of School Profile

The next Head of School will join a well-established and successful Montessori school with a bright future. They should be invested in partnering with families to continue RPMS's focus on best practices in Montessori education. The new Head of School must skillfully build trusting relationships with staff and families. A commitment to high-quality Montessori education which builds on the work put in by the staff and families is essential in the new Head of School.

The ideal candidate will be an effective communicator with previous experience leading a Montessori school or other educational entity. They should have the ability to lead strategically, setting a clear vision for the continued success of RPMS based on its past accomplishments and building sustained partnerships with staff and families to realize that vision. Ideally, the candidate will be knowledgeable about best practices in Montessori education and invested in continued learning and development. They should have experience with school operations, fiscal management and professional development for staff.

The new Head of School should be welcoming, supportive, engaged, diplomatic, trustworthy, honest and caring. A servant leadership style is preferred.

Qualifications and Preferred Experience

- Montessori teaching credential preferred, but will consider candidates with education experience who have an interest in Montessori.
- Montessori Administrator credential or willingness to obtain the Montessori Administrator credential.
- Administrative experience in an educational setting; at least five years' experience in administration in a Montessori school preferred.
- Previous classroom experience in Montessori required.
- A bachelor's degree in education or a related field is required.
- Experience with regulatory, personnel, budget, and fiscal management preferred.
- Experience working with a governing Board preferred.
- Demonstrated experience in strategic planning, financial and facilities management preferred.
- Meeting all requirements of local, state and accrediting/regulatory bodies.

Benefits include: paid professional development; vacation time; paid time off; and longevity pay which can be placed in the school's 403b plan, used towards tuition, or taken as additional pay.

Application Process

Interested candidates should submit the following documents to the RPMS Board of Trustees, at Apply.rpms@gmail.com.

1. Cover letter addressed to the Search Committee expressing interest in and detailing qualifications for the position
2. A current resume
3. A statement of educational leadership philosophy (1- 2 pages)
4. An example of writing on a school or educational topic (can be school newsletter/communications)
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 the Board of Trustees via email 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 November 28, 2025.

RPMS is an equal opportunity employer dedicated to a policy of non-discrimination in employment on the basis of age, ancestry, arrest or conviction record, color, creed, handicap or disability, marital status, national origin, race, religion, sex, sexual orientation, or membership in any reserve component of the United States or state military forces. In addition, harassment, retaliation, and unfair honesty testing are illegal under the law.