

Founded in 1974, Chemung Valley Montessori School (CVMS) is located in Elmira, NY, and currently serves 130 students enrolled at the Toddler (Ages 2-3), Early Childhood (Ages 3-6), Lower Elementary (Grades 1-3) and Upper Elementary (Grade 4-6) levels, with an annual operating budget for 2025/26 of \$1.4 million.

For more information about CVMS, please visit www.cvms.org

Reporting to the CVMS Board of Trustees, the Head of School is responsible for the School's daily operations, including the supervision of all faculty and staff, while providing administrative and professional leadership. The HOS is also responsible for:

- Ensuring the educational experience for each child in every classroom is of the highest standard and delivered in a manner that is consistent with Montessori philosophy.
- Serving as an Ex-Officio (non-voting) member of the Board of Trustees (BOT); collaborating with the Board in developing and implementing strategic plans and annual operating budgets.
- Overseeing all personnel decisions.
- Serving as the primary representative of the School with all its internal and external constituencies, including students, parents, faculty, staff, alumni, neighbors, the business community, governmental agencies, and local, state, regional and national educational organizations and accrediting agencies.
- Ensuring compliance with New York State regulations and charter guidelines.

CVMS seeks an experienced leader to begin July 1, 2026. Preferred candidates will have Montessori and/or independent school experience and administrative experience. Salary is competitive with other Head of School positions at similar schools in our region, and commensurate with experience.

Please send your resume and letter of interest to: Timothy A. Daniel
Head of School
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