

Founding School Director

Meadowlark Montessori | West Lincoln, Nebraska | Full-time, on-site

Salary: \$75,000-\$90,000 annually, commensurate with qualifications and experience. Benefits include four weeks of paid time off and an employer contribution toward health insurance.

Meadowlark Montessori is a new school in development in west Lincoln, Nebraska. Rooted in Dr. Maria Montessori's philosophy, our mission is to create an authentic Montessori community where children develop independence, curiosity, confidence, and a lifelong love of learning. Initial programs will serve infants, toddlers, and Primary children ages 3-6, with a long-term vision for elementary education.

The Founding School Director will help build the school from the ground up and serve as its educational and operational leader. Working with the Founder, you will have meaningful autonomy over educational programs, people, culture, and daily operations. The Founder provides strategic direction, business oversight, and financial support.

Responsibilities:

- Establish authentic Montessori practices, prepared environments, materials, observation, instruction, and individualized child development across programs.
- Coach and develop Montessori guides and classroom assistants.
- Partner on facility and classroom planning, staffing, materials, licensing preparation, and launch readiness.
- Develop policies, procedures, schedules, enrollment, orientation, and parent communication systems.
- Recruit, hire, onboard, supervise, and evaluate staff; build a positive, accountable, collaborative culture.
- Oversee staffing, scheduling, classroom coverage, operations, and program quality.
- Manage resources responsibly and collaborate on budgets and priorities.
- Maintain applicable health, safety, childcare licensing, and employment compliance.
- Build trusted relationships with families and staff; lead family education and engagement; represent Meadowlark in the Lincoln community.

Required qualifications:

- Significant professional experience in a Montessori educational environment.
- Demonstrated leadership supervising, coaching, and developing educators or school staff.
- Strong Montessori philosophy, child development, and classroom knowledge.
- Experience managing educational programs, school operations, or comparable responsibilities.
- Excellent communication, interpersonal, organizational, and problem-solving skills.
- Ability to lead independently, exercise sound judgment, and own outcomes.
- Ability to meet applicable Nebraska childcare director qualifications, licensing requirements, and background-check standards.

Preferred qualifications:

- A Montessori teaching credential from a recognized Montessori training organization, including AMS, AMI, or IMC.
- School Director, Head of School, Assistant Director, Program Director, or comparable leadership experience.
- Infant/Toddler and Primary program experience.
- Experience opening, expanding, or developing a Montessori school or early childhood program.
- Knowledge of Nebraska childcare licensing and Montessori administrator training or certification.

Our ideal candidate is an educator and a builder: resourceful, organized, confident in making decisions, committed to authentic Montessori practice, and energized by developing people and systems. Warmth, compassion, and high professional standards are essential.

The opening date is not finalized. School opening, any employment offer, and employment start are contingent on financing, facility readiness, licensing, and final organizational approval. The selected candidate may participate in pre-opening planning.

To apply, email a current résumé and a brief statement describing your Montessori philosophy, leadership approach, and interest in founding a new school to careers@meadowlark-montessori.com. Examples of team building, operations leadership, educator development, and authentic Montessori practice are welcome.

Meadowlark Montessori - Rooted in curiosity and independence.

Meadowlark Montessori is committed to equal employment opportunity and considers qualified applicants without unlawful discrimination.