



SMALL
SAVERS
montessori



EXECUTIVE DIRECTOR SEARCH

Washington D.C.

Expected start date is December 2024



EDUCATORS COLLABORATIVE

EXPERTS IN SEARCH, TRANSITION & STRATEGY



MISSION

To provide a safe and loving environment where each child's unique development pattern is supported and respected.



ABOUT THE CENTER

Established 38 years ago, Small Savers Montessori was created to serve the early childhood education needs of the federal workforce and local families in Washington, D.C. Over time, the Center has embraced the Montessori philosophy, which focuses on the holistic development of children—addressing their emotional, physical, and cognitive growth.

The Center's small size has been one of its greatest strengths, fostering close-knit relationships and a supportive environment for both children and staff. The Center enrolls approximately 80 children spread among four classrooms, supported by a dedicated team of 22 staff members, including three administrators, one of whom is the Executive Director. This intimate setting allows for personalized care and attention, creating a strong sense of community that is highly valued by families and staff alike.

Uniquely housed within the federal Consumer Financial Protection Bureau (CFPB) building, the Center benefits from a secure, welcoming environment and a sponsorship that contributes to the Center's financial sustainability.



SSM's dedicated teachers provide a loving and engaging environment for each child — from infancy through preschool.

At SSM you'll find:

- Warm and loving teachers with extensive experience and a genuine passion for working with children
- A dedicated and thoughtful leadership team supported by a board of parent volunteers
- A bright & beautiful center with a private outdoor playground

SSM is proud to offer the following:

- A 52-week operating schedule in a secured building
- Full-time daycare Monday-Friday from 8:00a to 5:30p
- Daily meals & snacks
- 15-minute complimentary garage parking for drop-off & pick-up
- A peanut and tree-nut-free facility
- Competitive tuition rates with sibling discounts available
- Drop-in care for alum families
- Annual "Summer Camp" programming
- Weekly movement classes, offered on site by Power Tots
- Teacher/family communication, photos, and messaging through the Brightwheel app

“ My children have thrived at SSM, and they clearly love their teachers and look forward to going back each day. Overall, the center is extremely well-run, the parents are engaged, and my children are learning & growing in a loving and caring environment. ”

— Parent

WASHINGTON, D.C.

Located in the nation's capital, Small Savers Montessori is part of a dynamic and vibrant community. Washington, D.C. is a hub for educational innovation, offering numerous professional development opportunities, access to thought leaders in early childhood education, and a network of Montessori and progressive education organizations. The city's diverse and engaged population provides an ideal setting for a school leader to collaborate with families from various backgrounds, many of whom are connected to government and public service. Washington, D.C.'s cultural richness and its educational landscape present a unique environment for a passionate Montessori leader to make a lasting impact.

For a Montessori leader passionate about education, the city's rich history and diversity, coupled with its proximity to decision-makers, innovators, and like-minded professionals, offers an opportunity to build meaningful relationships and strengthen the Center's ties to its community. Washington, D.C. offers a high quality of life with access to world-class cultural, historical, and recreational opportunities. From the Smithsonian museums and the National Mall to vibrant neighborhoods and green spaces, the city provides a stimulating environment for both personal and professional growth.



LEADERSHIP PROFILE FOR THE NEXT EXECUTIVE DIRECTOR

Opportunity Overview

Small Savers Montessori Child Development Center (the Center), located in the heart of Washington, D.C., is seeking an experienced and visionary leader to serve as its next Executive Director. This is an exciting opportunity to lead a small, intimate early childhood education center, dedicated to providing a nurturing, Montessori-guided environment licensed for children from infancy to age 6, though currently serving infants through age 5. With a rich history and a strong commitment to child-centered development, the next Executive Director will play a key role in shaping the future of the Center, ensuring its continued success and fostering a collaborative community of staff, children, and families.



I cannot say enough good things about Small Savers!

My child has thrived in multiple classrooms with deeply engaged and thoughtful teachers and leadership.

The communication to parents is thorough and professional. I'm so grateful my family has found such a warm, fun daycare that my child looks forward to returning to every day.



— Parent

Key Strengths

Small, Intimate Environment

With only four classrooms, the Center offers a uniquely personal, child-centered experience for its infant to Pre-K children. This small size fosters close relationships between staff, children, and families, which is a cornerstone of the Center's approach.

One of the unique aspects of Small Savers Montessori is its downtown location within the federal Consumer Financial Protection Bureau building. This modern setting is central to the school's identity, providing a highly secure and convenient environment for both the Center's staff and its families. The space used by the Center features up-to-date classroom equipment and floor-to-ceiling windows that allow for transparency and openness, which contribute to the warm and inviting atmosphere that parents and staff value.

Dedicated and Committed Staff

The Center's team of approximately 20-25 staff, including administrators are deeply invested in providing nurturing, high-quality care and education. Teachers are passionate about their work and enjoy excellent pay and benefits, consistent with the Center's values and supported by a local pay equity program.



Financial Stability

Small Savers benefits from facilities, staffing, and reserves that strengthens its financial stability and sustainability, allowing the Center to focus on its mission of providing exceptional early childhood education and supporting its staff. Thanks to its relationship to the Consumer Financial Protection Bureau, the Center benefits from defrayed facility costs. The Center also benefits from Washington, D.C.'s [Early Childhood Educator Pay Equity Fund](#), which it uses to provide equitable pay to teachers. Additionally, strategic management through the pandemic allowed Small Savers to build modest financial reserves and return to pre-pandemic enrollment levels.

Montessori Philosophy

The Center follows a Montessori-based, child-centered approach to early childhood education, which fosters independence, confidence, and a lifelong love of learning through exploration and hands-on experiences. The curriculum and daily activities focus on the well-being of the children, with a strong emphasis on their development and care.

Engaged Family Community

The Center enjoys strong family engagement, with parents taking an active role in their children's educational journey. The Board of Directors consists entirely of current parents who interface directly with and support the Executive Director. This creates a sense of partnership between the Center and its families, ensuring a supportive and collaborative atmosphere.

Strategic Priorities

The future Executive Director will be a forward-thinking, collaborative leader who is inspired to focus on the following priority goals at Small Savers:

Staff Recruitment and Retention

Recruiting and retaining high-quality teachers and staff is a top priority. The next Executive Director must invest in staff, well-supported by clear, consistent and fair management, while providing opportunities for ongoing professional development.





Strengthening Montessori Practices

The parent-run Board of Directors has identified a strong need to further align the Center's Montessori philosophy within its daily practices. The next leader will guide the professional development of staff to ensure they are empowered to implement Montessori methods.

Time for Leadership Development

The Center's next executive director will have the opportunity to develop and coach the administrative staff and teachers, strengthening their leadership skills and building their capacity to implement Montessori practices.

Stakeholder Relationships and Communication

The new Executive Director will need to cultivate trust and collaboration after a period of leadership transition in the Center. Establishing clear lines of communication, decision-making protocols, and vision among the administration, staff, Board, and parents will be crucial for success.

Post-COVID Staffing and Operational Adjustments

A new leader will need to build community consensus and buy-in around a post-COVID vision for the Center's operations and structure. Like many institutions, the Center is facing challenges in staffing, particularly in maintaining a sufficient pool of substitute teachers and regular sub floaters. Additionally, the post-COVID landscape may necessitate adjustments to expand the Center's operational hours, requiring a review of staffing needs and scheduling.

Building a Unified Center Identity

The next Executive Director will have the opportunity to build a cohesive vision around the Center's Montessori mission and childcare approach and licensing requirements, one that aligns and unifies staff, parents and the larger community.

“ My family has been a part of the Small Savers community for 4 years. We love the incredible staff, and especially the teachers. Our two children have been so happy at Small Savers and the Montessori environment has made them super capable little people who help diaper, dress, and clean up after themselves. ”





Qualities and Qualifications

The ideal candidate for the Executive Director position at Small Savers Montessori will bring a blend of leadership, educational expertise, and personal qualities that align with the Center's mission and immediate priorities. Key qualifications include:

Leadership and Management Experience

A strong background in recruiting, retaining, and managing staff, with an emphasis on fostering a collaborative and positive work environment.

Expertise in Early Childhood Development

Significant experience in early childhood development with the ability and passion to guide the Center in strengthening its Montessori practices.

Financial and Operational Acumen

Experience in budgeting, financial management, and overseeing the operations of a non-profit organization, ensuring the Center's long-term sustainability.

Strong Interpersonal and Communication Skills

The ability to build trust, foster collaboration, and navigate relationships among the administrative leadership team, staff, families, and the Board.

Visionary and Strategic Leadership

A forward-thinking leader who can set and execute a strategic vision for the Center, while guiding a team to ensure that its day to day operations are effectively managed.

Approachable and Compassionate Leadership

The next Executive Director should be accessible and empathetic, creating an environment where staff and families feel supported and valued.





TO APPLY

This position offers an exceptional opportunity for a talented educational leader to make a lasting impact on a well-established child development center. With a small, dedicated staff, engaged families, and a secure financial foundation, the new Executive Director will have the chance to shape the future of Small Savers Montessori and contribute meaningfully to early childhood education in Washington, D.C.

Application Deadline: October 20, 2024

To apply for this opportunity please submit as one PDF in the following order:

1. [Summary Sheet](#)
2. Letter of Interest.
Given what you know about Small Savers Montessori, explain what makes you a fit for the position. Describe your vision over the next 5 years, and your leadership approach to achieve it.
3. Your Resumé
4. Statement of Leadership Philosophy
5. List of 3-5 References
6. [Disclosure Form](#)

Send applications and expressions of interest to:

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Expected start date is December 2024.



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www.smallsavers.org