



Head of School Position Announcement

October 23, 2026

To apply, please click [HERE](#).

**Applications are requested by November 22, 2026
and accepted until the position is filled.**

Anticipated Start Date: July 1, 2027.

The Opportunity

The Montessori School of Raleigh (MSR) and Carolina Preparatory Academy (Carolina Prep) seek a new Head of School to lead a dedicated community of educators and volunteers committed to experiential learning, academic excellence, and fostering intellectual curiosity within a diverse, inclusive environment. The two campuses operate as one educational institution, offering a distinctive continuum of Montessori and International Baccalaureate education. The next Head of School will succeed a respected and trusted leader whose tenure has been marked by thoughtful growth and change. With talented faculty, engaged families, and a strong reputation in the Triangle, the organization is well positioned for its next chapter.

The next Head of School will have a unique opportunity to guide MSR and Carolina Prep through their next phase of strategic growth, shaping the schools' optimal size and structure while strengthening the educational pathway from Montessori to the International Baccalaureate program. Working in partnership with the Board of Trustees, faculty, staff, and families, the Head of School will honor the distinct educational philosophies and cultures of each program while fostering a cohesive, connected school community.

The Organization

In 1974, a small group of parents dreamed of bringing the Montessori educational philosophy to families in Raleigh and established the **Montessori School of Raleigh** with 17 students in the basement of Glenwood Village Apartments. They envisioned a school that would foster a child's intrinsic desire to learn in an environment that nurtures children as they discover who they truly are. By 1981, they officially established the Lead Mine campus, offering Toddler through Elementary curriculum, and in 1999, MSR became the first school in the state to be recommended for dual accreditation with the American Montessori Society (AMS) and the Southern Association of Colleges and Schools.



As MSR continued to grow, it broke ground in 1999 on the Middle School building in Brier Creek. In 2018, they launched the International Baccalaureate (IB) program for Grades 11-12;

in spring 2025, the MSR Board of Trustees approved renaming its Middle and High School campus **Carolina Preparatory Academy**.



A leader in global education in the Triangle, Carolina Prep is the first independent school in North Carolina to offer an International Baccalaureate (IB) curriculum for grades 6–12. Through rigorous, interdisciplinary academics, including a strong environmental studies program, community service, and travel experiences that connect local and global perspectives, students develop the knowledge, compassion, and skills to become responsible global

citizens and thrive in college and beyond. The 2025–2026 academic year marked Carolina Prep’s first official year as a school under its new name.

A Montessori education is tailored to each child’s individual developmental path, fostering learning at an appropriate pace and stage. Grounded in a time-tested educational philosophy and supported by research on child development and learning, Montessori methods encourage problem-solving, independent thinking, creativity, collaboration, and self-direction. Children develop confidence, responsibility, joy in discovery, and an appreciation for the natural world. At the heart of each Montessori classroom is the principle of “freedom within limits,” which empowers students to explore, make choices, and take ownership of their learning within a thoughtfully prepared and supportive environment.

The International Baccalaureate framework combines rigorous academics with inquiry-based, interdisciplinary learning that develops critical thinking, creativity, independence, and global awareness. Through meaningful real-world experiences, research, and community engagement, students build the knowledge, skills, and character to thrive in college and contribute thoughtfully to an interconnected world. For the Head of School leading both MSR and Carolina Prep, this is an exciting opportunity to build on the strengths of Montessori and International Baccalaureate education and further shape a cohesive, inspiring educational journey that fosters student-centered learning, intellectual curiosity, and personal growth.

MSR and Carolina Prep is also distinguished by the strength of its community. Families bring time, talent, perspective, and partnership that enrich the educational experience and help sustain a warm, supportive, and highly engaged school culture.

To learn more, visit Montessori School of Raleigh's website at [Home - Montessori School of Raleigh](#) and Carolina Preparatory Academy's website at [Home - Carolina Preparatory Academy](#).

The Position

The Head of School serves as the chief executive and leader of the Montessori School of Raleigh and Carolina Preparatory Academy and is responsible for the institution's overall leadership, administration, and long-term strategic growth. Reporting to the Board of Trustees, the Head of School leads a talented faculty and staff of approximately 100 individuals who guide the growth and development of over 420 students from ages 15 months through grade 12.

MSR and Carolina Prep are widely respected for combining the time-tested Montessori philosophy with the rigorous International Baccalaureate (IB) framework to develop globally minded, academically accomplished, and engaged students. The next Head of School will inherit an institution with significant strengths: dedicated faculty, a warm and connected community, sound financial stewardship, and an excellent reputation. Building on a rich educational history and the strengths of both schools, the next Head of School will have the opportunity to guide MSR and Carolina Prep through an important new chapter, fostering a shared vision, strengthening community trust, and positioning both schools for long-term success.



Strategic Opportunities and Leadership Priorities

MSR and Carolina Prep are at an important point in their evolution. Guided by the [One Vision, Global Horizons Strategic Plan](#), the next Head of School will work closely with the Board and school community to evaluate opportunities, establish priorities, and shape a sustainable future for both schools. While the strategic plan provides a framework, important decisions remain, and the next leader will play a central role in determining the path forward.

Key areas of opportunity include:

- **Strategic Direction and Enrollment:** Evaluate enrollment trends, market opportunities, and community needs to strengthen enrollment and retention, particularly at Carolina Prep, and recommend a sustainable size and structure for the institution while strengthening the educational continuum at both campuses.

- **Educational Vision and Program Excellence:** Build on the distinctive strengths of Montessori and International Baccalaureate education to create a cohesive educational experience that fosters intellectual curiosity, student-centered learning, and personal growth.
- **Financial Sustainability and Revenue Growth:** Strengthen financial sustainability through diversified revenue, thoughtful resource allocation, and investments in faculty, staff, programs, and facilities.
- **Facilities and Infrastructure:** Assess current and future campus needs, including potential improvements or expansion, while maintaining safe, supportive learning environments aligned with enrollment and program priorities.
- **Community Engagement and Trust:** Strengthen relationships with families, faculty, staff, alumni, and community partners through open communication, transparency, and meaningful engagement.
- **Organizational Leadership and Culture:** Foster a collaborative, accountable organization across both campuses while respecting the distinctive cultures, traditions, and educational philosophies of each school.

Success will require a thoughtful, strategic leader who can navigate complexity, challenge assumptions, build consensus, and guide meaningful change while honoring the values and relationships that define both school communities.

The Location

Located in the heart of North Carolina, the Research Triangle region offers an exceptional quality of life, a thriving economy, and a strong commitment to education and innovation. Anchored by Raleigh, Durham, and Chapel Hill, the Triangle is home to world-class universities, a growing business and technology community, and Research Triangle Park, one of the nation's largest research and development centers.

With campuses in Raleigh and Durham's Brier Creek area, MSR and Carolina Prep are part of a vibrant, diverse, and growing region. Residents enjoy a rich mix of arts, culture, restaurants, outdoor recreation, and family-friendly communities. With easy access to both the North Carolina coast and the Blue Ridge Mountains, the region combines the opportunities and amenities of a major metropolitan area with the welcoming character and sense of community that make it a wonderful place to live, work, and raise a family.



Core Responsibilities

The Head of School serves as the chief executive of MSR and Carolina Prep, providing strategic, educational, and operational leadership across both campuses. Working in close partnership with the Board of Trustees, this leader will strengthen organizational effectiveness, advance educational excellence, and guide thoughtful decisions about the schools' future while fostering a culture of trust, collaboration, and accountability.

The Head of School will be expected to fulfill the following key responsibilities:

Board Governance and Strategic Partnership

- Partner with the Board of Trustees to advance the school's mission and strategic priorities, providing timely information, recommendations, and operational insight to support effective Board oversight while maintaining clear distinctions between governance and management.
- Serve as a trusted strategic advisor to the Board, providing information and thoughtful recommendations to guide priorities and long-term planning.
- Support Board development, committee effectiveness, and a clear understanding of governance and management responsibilities by fostering transparency, accountability, and a productive Board–Head of School partnership.

Strategic Positioning and Long-Term Sustainability

- Assess enrollment trends, competitive positioning, program strengths, and market opportunities to identify strategies that support the long-term success of MSR and Carolina Prep.
- Lead the implementation of existing strategic initiatives to strengthen enrollment, market position, and organizational sustainability, establishing clear priorities, measurable goals, and accountability.
- Partner with the Board and school leadership to evaluate future opportunities and determine the most appropriate long-term direction for both schools.

Enrollment Management and Strategy

- Lead and implement an enrollment strategy that attracts, enrolls, and retains a mission-aligned, diverse, and engaged student body.
- Establish and lead progress toward realistic, measurable enrollment and retention goals aligned with program quality, capacity, and financial sustainability.

- Strengthen student retention by providing a positive family experience at every level and clearly articulating the value of the school's full educational continuum.
- Partner with the Board and leadership team to explore long-term growth opportunities, including potential program expansion or additional campus development.



Educational Leadership and Program Excellence

- Champion the distinctive strengths of Montessori and International Baccalaureate education, ensuring program quality, academic rigor, and alignment with the schools' educational philosophies and accreditation or authorization standards.
- Work with academic leaders and faculty to strengthen the educational continuum between MSR and Carolina Prep while fostering student-centered learning, intellectual curiosity, and personal growth.
- Support ongoing program evaluation, faculty excellence, and strong student outcomes across both campuses.
- Champion an inclusive, student-centered educational environment that recognizes diverse learning needs, supports appropriate interventions, and promotes collaboration among faculty, staff, and families to promote student success.

Organizational Leadership and Culture

- Recruit, develop, support, and retain a talented and diverse faculty, staff, and leadership team through meaningful professional development, clear expectations, and respect for educators' expertise and professional autonomy.
- Strengthen organizational structures, leadership roles, communication practices, and decision-making systems to support effective operations across both campuses.
- Build a culture of transparency, respect, and open communication while honoring the distinctive identities and traditions of MSR and Carolina Prep.
- Maintain and strengthen a culture of belonging, ensuring that students and families from all backgrounds feel welcomed, valued, and supported.

Marketing and Community Engagement

- Partner with enrollment and marketing leaders to strengthen brand positioning, communicate the schools' distinctive educational value, and attract mission-aligned families.

- Maintain a visible, accessible presence across both campuses, building meaningful relationships with students, families, faculty, alumni, and community partners while fostering trust and responsiveness.

Financial Stewardship and Advancement

- Provide sound financial leadership, aligning budgets, resources, and investments with strategic priorities and long-term sustainability.
- Strengthen financial planning and revenue diversification, including support for an evolving advancement program and a culture of philanthropy.
- Partner with the Board and leadership team to evaluate the facility's needs, capital investments, and opportunities for responsible growth.

Operations, Risk Management, and Accountability

- Ensure effective school operations, sound policies, and strong administrative systems that support educational excellence and organizational performance.
- Oversee compliance, safety, risk management, and legal and regulatory responsibilities, keeping the Board informed of significant issues.
- Establish clear expectations, performance measures, and accountability systems to support continuous improvement and measurable progress.

Required Attributes, Skills, and Qualifications

The next Head of School will bring the strategic vision, sound judgment, and leadership experience needed to guide MSR and Carolina Prep through their next chapter. A visible, relationship-centered leader, this individual will build trust, strengthen organizational effectiveness, and balance respect for the schools' educational traditions with the ability to lead meaningful change.

The successful candidate will bring the following attributes, skills, and experiences:

Board Governance and Strategic Leadership

- Demonstrated experience partnering with a governing Board, with the ability to support effective Board oversight and foster a productive Board–Head of School partnership.
- Proven ability to assess organizational and market opportunities, translate strategic plans into measurable action, and guide complex decisions about institutional direction, growth, and long-term sustainability.
- Strong executive judgment and the ability to navigate complexity, challenge assumptions, build consensus, and make thoughtful decisions while maintaining organizational trust.

Educational and Organizational Management

- Significant educational leadership experience, including supervision and development of senior leaders and faculty; preference will be given to candidates with teaching and/or leadership experience in Montessori and/or International Baccalaureate settings.
- Deep commitment to Montessori and International Baccalaureate educational philosophies, global citizenship, and excellence in education, with a demonstrated capacity to use educational outcomes and data to inform program development and continuous improvement.
- Demonstrated success strengthening organizational structures, leadership teams, and operational systems that promote accountability, collaboration, and institutional effectiveness.

Relationship-Centered Leadership and Communications

- A visible, approachable, and authentic leadership presence that builds trust and meaningful relationships with faculty, staff, families, students, and the broader school community.
- Exceptional communication and interpersonal skills, including active listening, transparency, conflict resolution, and the ability to engage diverse perspectives.
- High emotional intelligence, integrity, and sound judgment, with the ability to balance empathy and professional autonomy with accountability and decisive leadership.

Financial and Enrollment Management

- Strong financial and business acumen, including budgeting, financial planning, resource allocation, and evaluating financial models to support institutional sustainability.
- Experience guiding enrollment, retention, and market-positioning strategies while balancing educational quality, accessibility, and financial priorities.
- Experience supporting advancement and philanthropic efforts, including donor engagement and revenue diversification, to strengthen long-term financial sustainability.

Mission Alignment and Community Commitment

- Genuine respect for educators, the distinctive cultures of MSR and Carolina Prep, and the relationships and traditions that define both school communities.
- Demonstrated experience building an inclusive, diverse, collaborative, and



supportive educational environment that values student growth, faculty excellence, and community engagement.

Education and Credentials

- Bachelor's degree required; advanced degree in education, leadership, or a related field preferred.
- While a Montessori credential or formal Montessori training is not strictly required, the ability to understand and champion Montessori philosophy is essential.

Compensation and Benefits

Montessori School of Raleigh and Carolina Preparatory Academy are committed to attracting an extraordinary leader for this position through a competitive compensation and benefits package. Benefits include employer-subsidized medical, dental, and vision insurance; short- and long-term disability and life insurance; a 403(b) retirement savings plan; paid vacation, holidays, and personal leave; tuition remission; childcare assistance; and professional development opportunities.

Equal Opportunity Employer Statement

Montessori School of Raleigh and Carolina Preparatory Academy is an equal opportunity employer committed to providing a welcoming and inclusive workplace. The school does not discriminate on the basis of race, color, religion, ethnicity, national origin, sex, gender, gender identity or expression, sexual orientation, age, disability, genetic information, military or veteran status, or any other characteristic protected by applicable federal, state, or local law. This commitment extends to all aspects of employment, including recruitment, hiring, compensation, professional development, and advancement.

To Apply: Please submit a cover letter and resume by November 22, 2026, by [applying here](#). Applications will be accepted until the position is filled.

Questions: msrcpasearch@mossandross.com

Montessori School of Raleigh
7005 Lead Mine Rd.
Raleigh, NC 27615
<https://www.msr.org/>

Carolina Preparatory Academy
408 Andrews Chapel Rd.
Durham, NC 27703
<https://www.carolinaprepnc.org/>