

HEAD OF THE WHITBY MONTESSORI CHILDREN'S HOUSE (WMCH)

WHITBY SCHOOL

Greenwich, Connecticut
whitbyschool.org

Start Date: July 2025



Carney
Sandoe
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

Whitby inspires a passion for learning and empowers each child to take responsibility as an open-minded, principled citizen in a global community.

At a Glance



Established
1958



Students in the Whitby
Montessori Children's House
175



Faculty in WMCH
40



Number of teachers/
classroom in WMCH
3



Financial aid budget
\$2M



Annual operating budget
for the WMCH
\$6.5M



Endowment
\$2.75M



Campus size
30 acres

Total students: 338

Languages spoken in the Whitby community: 20+

Total faculty: 75

Admissions Yield: 70%

Students receiving aid: 20%

Annual operating budget: \$14.8M

Accreditations: [AMS](#), [IB](#), [CAIS](#)



Overview

Whitby School is an independent, co-educational day school for students ages 18 months through grade 8, located on a beautiful, tree-filled campus in the historic town of Greenwich, Connecticut, within commuting distance of New York City. Whitby's faculty and staff have engendered a learning culture that celebrates curious and intrinsically motivated students who are spirited thinkers and debaters; students are encouraged to embrace a diversity of views, supporting their growth as creative agents, critical thinkers, and global citizens. Whitby supports and encourages the significant success of its students across many dimensions and is building a community that attracts families and children with extraordinary talents. A culture of continuous learning pervades the Whitby community; the classrooms, hallways, and faculty lounge are alive with a spirit of inquiry and active engagement with ideas.

The Whitby Montessori Children's House serves 175 students ages 18 months to six years and operates as a school-within-a-school within the larger context of Whitby's N-8 program. The proud birthplace of the American Montessori Society (AMS), Whitby's Children's House remains committed to exemplary Montessori education, helping children become creative, passionate, joyful learners. In Lower School (grades 1-4) and Middle School (grades 5-8), students build on that foundation through the International Baccalaureate PYP and MYP programs.

The Head of the Whitby Montessori Children's House (WMCH) provides leadership for Children's House students, teachers, and parents, promoting the school's mission, Montessori philosophy, and methods in five Stepping Stones (18 months – 3 years) and five Primary classrooms (3-6 years). The Head of the WMCH has significant responsibility for curriculum development, faculty recruitment and support, budgetary issues, and professional development in support of Montessori classrooms. As a member of the Leadership Team, the Head of the WMCH works with the Head of School and other administrative colleagues to promote the highest levels of teaching and learning for Children's House students. The Head must be a compassionate leader and articulate communicator, capable of working closely with a deeply experienced Montessori faculty and a parent body that genuinely values a Montessori education.



Greenwich, Connecticut

Known as the “gateway to New England,” Greenwich is a charming coastal town with a rich history and culture nestled along the Long Island Sound in Fairfield County. A short 50-minute train ride to New York City, Greenwich has just over 62,000 residents and maintains a small town feeling with quaint streets and town greens.

Outdoor enthusiasts enjoy the 32 miles of shoreline with gorgeous beaches and an abundance of parks and hiking trails for horseback riding and biking. History and art lovers actively participate in the annual Greenwich International Film Festival as well as attend the beloved Bruce Museum of Arts and Science, which has garnered global acclaim for its art exhibitions. The town also boasts a rich cultural scene and robust shopping and dining options.

Core Responsibilities

Running a school-within-a-school, the Head of the Whitby Montessori Children’s House reports to the Head of School and oversees all aspects of the WMCH. Core Responsibilities will include the following, among others:

- Recruiting, hiring, supporting, retaining, and evaluating WMCH faculty;
- Modeling excellence in Montessori teaching and learning;
- Partnering with faculty and the Lower School Head to further curricular alignment and student support within the Children’s House and across divisions;
- Ensuring that assessment is an integral part of teaching and learning in the WMCH and that student progress is regularly communicated to parents;
- Supporting the admissions process, enrolling and retaining mission-appropriate students; and
- Partnering with parents through proactive communication, educational opportunities, and parental involvement in WMCH programs.



Opportunities and Challenges

The next Head of the Whitby Montessori Children's House will work with an experienced, dedicated, and passionate faculty in a highly regarded Montessori program. The Head of WMCH will benefit from a tight knit community and a schoolwide commitment to continuous improvement and providing an exceptional academic experience in the context of a student-focused program. The priorities, opportunities, and challenges ahead include:

- Serving as a visible presence in the classroom, building relationships with teachers, students, and parents; modeling and supporting effective teaching and learning; and speaking with confidence and inspiration about the daily work of the WMCH;
- Consistent with Whitby's spirit of continuous improvement, supporting Children's House faculty in their ongoing professional growth, including thinking creatively about Whitby's role and legacy in developing the next generation of Montessori teachers;
- Ensuring a commitment to core Montessori philosophy and practices that meet the changing needs of children;
- Communicating the value proposition of WMCH to both internal and external audiences, supporting the recruitment and retention of mission-appropriate students and faculty and building on Whitby's rich legacy as a leader in Montessori education; and
- Bolstering faculty connections and a spirit of community within WMCH and between WMCH and other parts of the school.



Qualifications and Personal Attributes

The strongest candidates will offer most or all of the following qualifications and qualities:

- Expertise in Montessori philosophy, pedagogy, and values (AMS continuing accreditation requires that the Head of Children’s House hold Montessori certification.);
- Delight in working with young children and the teachers and parents who care for them;
- Deep understanding of early childhood development and the learning needs of a diverse community of learners, ages 18 months – six years;
- Experience leading and managing adults;
- A commitment to honoring multiple perspectives in order to maintain an authentic, inclusive community;
- Exceptional interpersonal skills and the ability to communicate with inspiration and clarity across a wide range of audiences, serving as the “chief storyteller” for the magic that happens in the Children’s House;
- The confidence to provide strong leadership, paired with the humility to advocate for new ideas, invite alternative perspectives, welcome feedback, and engage in challenging conversations with grace;
- Efficacy working in partnership with a highly engaged and diverse parent community;
- The ability to navigate complexity, in part through effective prioritization, delegation, and management of systems, including technological and financial; and
- A joyful and compassionate spirit.

Learn More

Click on the links below to learn more about Whitby School.

[School Website](#)

[The Whitby Difference](#)

[Whitby Education](#)

[About Greenwich, Connecticut](#)

[Montessori Children's House](#)



To Apply

Interested and qualified candidates are invited to contact the consultants in confidence. As the search will move quickly, candidates are encouraged to submit the following materials as separate PDF documents to the consultants as soon as possible:

- A cover letter expressing their interest in this particular position (including specific discussion of experience with and alignment with the particular needs of this role);
- A current résumé; and
- A statement of experience with and philosophy of Montessori education and Early Childhood education.

As the process moves forward, selected candidates may be asked to submit:

- A list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission)

Skip Kotkins

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The full-time equivalent salary range for this position is approximately \$160-\$175K. The starting salary is based upon, but not limited to, several factors that include years of experience, education level, and expertise.