



FREE HORIZON MONTESSORI PK-8

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FreeHorizonMontessori.org

*Montessori for the 21st
Century: A Place to Learn,
A Place to Belong.*

Mission:

Through the Montessori philosophy, we inspire every child to learn and grow in a collaborative, peaceful, and safe environment.

Vision:

We seek to transform our community by developing students who pursue their full potential, understand their global responsibilities, and respect others, self, and the environment.

Job Posting: Facility Manager

Job Posted 2018-06-12 Interviews Begin 2018-06-19

Who We Are & What We Value:

Free Horizon Montessori, a public charter school serving children in preschool through 8th grade, is a richly diverse community nestled in the foothills of Golden, Colorado. We are a growing school with more than 425 students and a strong, supportive parent body and passionate, committed faculty. At Free Horizon Montessori, we value educators who ignite passion, spark curiosity, and inspire children as they learn and grow into responsible global citizens. We are dedicated to supporting students in developing into independent, respectful, and responsible leaders and learners. We view education as a partnership between the student, family, school, and community and seek professionals willing to invest in our pursuit of excellence. Our faculty enjoys a shared leadership model wherein all staff members are encouraged to contribute ideas and incite positive change. Does this strike a chord in you? If you embrace life-long learning, demonstrate maturity, and engage in a collaborative approach to education, we invite you to apply.

Core Qualifications for Administrative Positions:

Our administration works as a cohesive team in assuring smooth daily operations of the school, fulfilling requirements or charter agreement, and providing educational opportunities that are aligned with our Mission, Vision, and Values. Our administrative team utilizes systems theory and servant leadership principles, allowing each individual member to contribute in vital, meaningful ways to the success of the school. We seek friendly, passionate, dedicated people who believe in the Montessori Method in the public sector to join us. In addition to these core requirements, we seek someone with the following:

- High School Diploma required, Associate's Degree or higher preferred
- Able to relate well to children and adults
- Two years of experience in Facilities Management or similar field

Position Description:

Facility Manager – Full Time, 6:30 am - 3:00 pm Monday - Friday (8:00 am - 4:30 pm on Staff Development Days), Immediate Start – We seek a rock star Facility Manager to assure all aspects of our school building and grounds are in optimum condition to provide an environment conducive to student learning. Our Facility Manager is an integral member of our staff who understands the importance of the environment in promoting learning. Responsibilities include routine facilities and grounds maintenance, minor repairs, overseeing facilities and grounds-related contractors, assuring required inspections are completed on time, and that standards of cleanliness, safety, and security are met. We seek a Facility Manager who takes pride in maintaining a safe, comfortable, and secure learning environment and enjoys being part of a community dedicated to inspiring learning and supporting students in reaching their full potential. Our next Facility Manager demonstrates the highest levels of integrity, provides expertise, and is equally comfortable working independently and in collaboration with school administration in identifying and prioritizing immediate, short- and long-term facilities needs. We are looking for someone who is passionate about education, can manage several projects simultaneously, and is open to working with parent volunteers. Please see the job description for complete list of qualifications, responsibilities, and expectations. If this sounds like you, please submit a letter of interest, resume, and complete an application via our AppliTrack system at www.applitrack.com/freehorizon/onlineapp/.

Compensation:

We provide a newly updated comprehensive compensation package including competitive salary based on education, experience, and diverse skill sets that benefit our school community, PERA retirement contribution, benefit allocation toward health, vision, dental, and life insurance, paid leave time, and professional development opportunities.

EQUAL EMPLOYMENT OPPORTUNITY: Free Horizon Montessori affirms that no person shall, on the basis of race, creed, color, age, national origin, religion, gender identity, disability, marital status, sexual orientation or veteran status be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any educational program or activity, including, but not limited to, employment or enrollment. Sexual orientation is a person's orientation toward heterosexuality, homosexuality, bisexuality, or perception of the individual's sexual orientation.