



Opportunity Statement

Facilities Manager

Named in honor of Louise Thaden, a pioneering aviator from Bentonville, [Thaden School](#) opened in the fall of 2017 with just 50 students in Grades 7 and 9. With its well-resourced Indexed Tuition program, the School has grown steadily, and enrollment is over 380 students in Grades K-2 and 5-12 for the 2025-26 academic year. Designed by a world-class team of architects, the School's 35-acre campus in downtown Bentonville will support as many as 600 students. By the 2026-27 academic year, Thaden will offer Grades K-12.

Thaden School now seeks a Facilities Manager to perform a variety of duties related to the day-to-day operation and maintenance of the Thaden School campus. This individual will have the ability to perform maintenance and repair tasks to the Thaden physical plant, manage the custodial staff, and assist the Director of Facilities in the daily operations of the transportation department.

Role and Responsibilities

- Assist the Director of Facilities in the oversight of the facilities department.
- Manage the custodial staff and contract custodial labor, ensuring that the campus is maintained to a high level of cleanliness.
- Maintain an inventory of janitorial supplies along with Safety Data Sheets and reorder as needed.
- Be willing to perform all duties associated with the custodial needs of Thaden School as directed. These duties include, but are not limited to, sweeping, mopping, vacuuming, cleaning windows, cleaning restrooms, emptying waste bins, replenishing toiletry supplies and dusting.
- Perform daily inspections of the facility for cleanliness, damage, and maintenance needs.
- Perform various repair and maintenance tasks to the School's physical plant.
- Assist the Director of Facilities in the daily operations of the transportation department and serve as a backup driver.
- Report any safety concerns you encounter, including, but not limited to, facilities, students, faculty, staff, parents, and unknown individuals.
- Interact with students, faculty, staff, parents, and visitors in a courteous and professional manner.
- Attend meetings and training sessions as directed.
- Perform these and any additional duties with the approval and direction of the Director of Facilities.

Skills, Qualifications, and Attributes

- A degree in Facilities Management or the equivalent in education and experience.

- Minimum of five years' experience in managing facilities and employees.
- Must possess the ability to detect and complete basic maintenance and repair with the school infrastructure, including recognizing potential safety hazards.
- Must possess or be willing to obtain a Class B CDL.
- Criminal background check and clearance required.

Physical Requirements

- Job frequently requires standing, walking, and handling objects with hands.
- Job occasionally requires reaching, climbing, stooping, kneeling, pushing, pulling, and lifting up to 50 pounds.
- Some work performed outside may require exposure to changing weather conditions.

Wage Classification

Based on the duties and requirements above, this position will be paid as a salaried exempt employee.

Applications

Please submit your application materials through our online portal for [Thaden School Job Opportunities](#). Applications should include a cover letter and resume. The start date is negotiable but before June 30, 2026. Thaden School is an equal opportunity employer and complies with all federal, state, and local laws that prohibit discrimination in employment because of race, color, national origin, citizenship, age (18 or older), religion, disability, marital status, veteran status, and sexual orientation. Applications by members of all underrepresented groups, including women and people of color, are encouraged.

Salary will be competitive within the independent school sector. All offers of employment are contingent upon successful completion of a criminal background check.

About the School

A non-sectarian independent school under the direction of its own board, Thaden School offers a challenging and innovative educational program that ignites in students a passion for discovery and learning, prepares them to succeed in college, and inspires them to lead lives of integrity, purpose, and responsible global citizenship. The school received full accreditation from the Independent School Association of the Central States in January 2023, and Niche.com named Thaden the #1 independent high school in Arkansas in 2022, 2023, and 2024.

At the core of the School's mission is a commitment to balance that takes many forms: a curriculum that integrates the sciences and the humanities; indoor and outdoor teaching spaces where sustainability is a tangible part of the lesson; hands-on programs for civic engagement; athletics and physical education programs that build confidence and character through competition and meaningful participation; and a diverse faculty and staff that empower students to think deeply and expansively about their potential and

place in the world. The School's robust Indexed Tuition program supports creating a balanced learning community where students of many perspectives, talents, and interests learn and grow stronger together.

Located on a 35-acre campus in downtown Bentonville, the School is within walking distance of the town square, Brightwater Culinary Institute, The Momentary, and various other educational resources. The School engaged a world-class team of architects to design an enduring and innovative campus that sparks curiosity, inspires creativity, and invites reflection. The principal designer, Marlon Blackwell, is the 2020 recipient of the American Institute of Architects' Gold Medal, the Institute's highest honor. The School's first permanent buildings opened in the fall of 2019, and the completed campus was recently the subject of a feature article in [*Architectural Record*](#).

The School's [website](#) features additional information regarding its mission, educational programs, and faculty and staff.