



Mission Statement:

TO NURTURE, INSPIRE AND PREPARE CHILDREN TO FLOURISH GLOBALLY

Early Childhood Director

Location: Country Day World School - Largo, Florida

Job Type: Full-Time, 12-month

School Profile

Country Day World School is a premier Infant–8th grade school located in Largo, Florida. Our 15-acre campus serves as a dynamic environment for an inquiry-based pedagogy that combines the hands-on independence of a Montessori foundation with the global, inquiry-driven framework of the International Baccalaureate (IB) program, seamlessly transitioning students into a progressive, preparatory Middle School model.

The Opportunity

The Early Childhood Director provides visionary, hands-on leadership for our early childhood program, spanning Infants through Kindergarten (ages 8 weeks to 6 years). In this role, you will oversee day-to-day operations, ensure high educational standards across prepared environments, manage teaching staff, and foster a strong, supportive community.

The Director will champion our core Montessori philosophy while supporting the alignment and integration of International Baccalaureate (IB) Primary Years Programme (PYP) inquiry frameworks for our early learners.

Key Responsibilities

Educational Leadership & Program Alignment

- Provide strong, effective leadership across all Infant, Toddler, and Primary classrooms.
- Ensure adherence to authentic Montessori principles and prepared environments tailored to early childhood development.
- Collaborate with school leadership to support the alignment of Montessori early learning with the International Baccalaureate (IB) Primary Years Programme (PYP) inquiry units and Learner Profile.
- Evaluate and enhance educational programs and classroom materials to maintain institutional excellence.

Staff Management & Professional Development

- Recruit, train, supervise, and evaluate early childhood educators and assistant staff.
- Foster a collaborative, inclusive, and supportive work environment.
- Facilitate ongoing professional development in Montessori methodology, state compliance, and IB PYP framework concepts.

Administration & Compliance

- Oversee day-to-day operations, resource allocation, and maintain school policies and procedures.
- Ensure full compliance with Florida Department of Children and Families (DCF) and Pinellas County Licensing Board (PCLB) early childhood licensing, health, and safety standards.

Student & Parent Engagement

- Maintain open, proactive communication with parents, addressing questions and supporting family needs.
- Organize and participate in parent education programs, workshops, and campus community events.
- Promote a positive school culture emphasizing respect, independence, inclusivity, and global citizenship.

Qualifications

- **Montessori Certification (Required):** MACTE-accredited credential (AMI or AMS preferred) for Infant/Toddler and/or Primary (3–6).
- **Education:** Bachelor's degree in Early Childhood Education, Educational Leadership, or a related field required (Master's degree preferred).
- **Experience:** Minimum of 5 years of early childhood classroom teaching experience in a Montessori setting, with at least 2 years in an administrative, supervisory, or leadership role preferred.
- **IB Knowledge (Preferred):** Prior experience with or knowledge of the International Baccalaureate (IB) Primary Years Programme (PYP) framework is a strong plus, though not required.
- **Skills:** Excellent organizational, communication, and interpersonal skills, with proven success in managing educators and connecting with families.

Compensation and Benefits

- Competitive salary based on experience and qualifications.
- Comprehensive health, dental, vision, and retirement benefits package.
- Generous paid time off, holidays, and professional development support.
- Tuition discount for dependent children.

How to Apply

Interested candidates may complete and attach a resume and cover letter to the [online application](#). Applications are reviewed on a rolling basis.