

## Early Education Director Vacancy Announcement

St. Joseph Catholic Elementary and Middle School  
Missoula, MT 59801

**Position:** Full-time Site-Director of our Early Education Center for 2016-17 school year at our St. Francis Xavier Location (420 West Pine, Missoula.)

St. Joseph Catholic School is a Diocesan school with approximately 300 students, PreK-8th grade. Every teacher in the school is responsible for the development and readiness of students in their specified area, while creating an environment of faith and community. The Director has the responsibility of Preschool management, supervision, and oversight of three age-level/readiness-level classrooms, and the overall responsibility for each EEP enrolled child and their family. The Director's office will be located at the newest EEP facility (the Loyola Building on the St. Francis Xavier Campus) located at 430 W. Pine St. The Director must promote the development of each child's spiritual, physical, social, emotional, and cognitive development in a nurturing Christ-like environment. The successful candidate will work with colleagues and the Missoula Catholic School's administration and staff to develop and implement an innovative curriculum for all Early Education students. Additionally, the Director will have opportunities to take on leadership roles within the organization as a mentor and leader in school-wide growth and best practices.

### Application Packet Requirements:

1. Cover Letter/Letter of Interest
2. Current Resume
3. Diocese of Helena Teaching Faculty Application (available at web-site: [mcsmt.org](http://mcsmt.org))

### Deadline: Friday, October 7th, 2016, or until filled

St. Joseph School is a diocesan Catholic, co-educational grade school committed to providing a high quality education in an environment of traditional Catholic teaching.

Our Mission: *Missoula Catholic Schools is committed to the formation of young men and women of compassion, conscience, competence and community.*

Located in Missoula, Montana, a university community of approximately 75,000 in the mountains of Western Montana, 2016 marks the 144th consecutive year of Catholic education in the Missoula Valley.

The Missoula Catholic Schools teaching faculty includes 35 members, including many who have been recognized locally, regionally, and nationally as grant recipients and for teaching excellence from a variety of recognized institutions.