



Position: Campus Leader

Location: Ann Arbor, MI

Job Type: Full-time/In-person

DESCRIPTION

About US

Clonlara School is a nonprofit, K–12 private school that serves more than 2,000 students around the world through our Campus and Off-Campus Programs. Our mission is to transform education on a global scale through a highly personalized approach that fosters authenticity, autonomy, and joy in the learning process. We are truly a global learning community.

About YOU

You are passionate about personalized learning and see the world as a boundless classroom. You have significant experience in teaching and leading hands-on, project-based learning in K–12 classrooms and/or programs. You prefer to monitor as students follow their own inquiry process, rather than control their content and schedule. You are a lifelong learner who will model self-directed inquiry by sharing your expertise, passion, and projects with your students and colleagues. You also love a challenge and will jump at the opportunity to be part of a collaborative global team.

Your Role

As Campus Leader, you will oversee the operations and delivery of our learner-centered Campus Program in Ann Arbor.

You will lead a small team of campus teachers and advisors and will report to Clonlara's Director of Education. You will also be part of a global team that is working to open a new Clonlara campus in Portugal, the first of its kind outside of the United States.

Responsibilities

This role requires a leader to guide the delivery of Clonlara's highly personalized Full Circle Learning Model, as well as a spokesperson to quickly grow enrollment in the program and build a strong community of local students and families.

Responsibilities include, but are not limited to

- Ensuring the program delivers Clonlara's Full Circle Learning Model thoroughly and consistently in a multiage classroom setting.
- Working closely with each student's parents, teacher, and educational advisor to provide a personalized learning experience.
- Teaching Clonlara students and modeling best practices for the educational team.
- Organizing schedules for classes, mentors, enrichment, and field trips.
- Ensuring compliance with all applicable government and accreditation requirements.
- Monitoring program effectiveness through data collection, surveys, and evaluations.



- Building relationships with community members to increase learning opportunities and create mentorships for students.
- Supervising the maintenance of the campus facilities and grounds to ensure they are attractive, organized, functional, healthy, clean, and safe.
- Representing Clonlara through outreach and recruitment activities, such as “pop-up Full Circle Learning projects,” information sessions, and open houses.

This is an overview of the expectations for this position. A more detailed description of this role will be provided during the interview process.

Background and Skills

We are looking for candidates who

- Have a master’s degree in teaching and/or administration, 2+ years in a lead or supervisory role, and current teaching certification.
- Value teamwork and consensus building but can also make tough decisions.
- Understand student autonomy, empowerment, and engagement.
- Have strong cross-cultural understanding and the ability to communicate with diverse populations.
- Are collaborative, non-judgmental in their approach to individual circumstances, preferences, and choices.
- Are familiar with progressive education movements (e.g., “free,” alternative, and democratic schools) and educational philosophies such as Montessori, Reggio Emilia, and Waldorf.
- Have significant experience leading project-based learning classrooms and/or activities.
- Possess exceptional written and verbal communication skills.
- Understand the function and use of educational apps and have strong proficiency in the use of Office 365 tools (Teams, Word, PowerPoint, and Excel).

Other preferred skills include

- Sensitivity, respect, and a consistently positive attitude toward working with students and families.
- Ability to organize own work, coordinate projects, set priorities, meet deadlines, and follow up on assignments with a minimum of direction.
- Strong initiative and independent judgment within established policy and procedural guidelines.
- Ability to understand an organization’s vision and work to make it a reality.
- Receptiveness to coaching and the ability to accept/follow guidance from others.

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How to Apply

Attach a **cover letter** (required) to the first page of your **resume** in PDF or MS Word format and submit. Please be sure to

- Use your cover letter to address how your prior experience aligns with the requirements for this position.
- Share any relevant samples of your work, if available.

To apply, email your cover letter and resume to employment@clonlara.org