

KMS Board of Directors

Volunteer Position Description

(updated May 2020)



Kennebec Montessori School provides children with an educational program, rooted in the philosophy of Maria Montessori, that nurtures a love of learning and fosters respect for self, others, and the environment. KMS is the oldest Montessori school in the state of Maine; the only non-denominational, alternative Elementary school in the greater Waterville area; and accredited by the American Montessori Society since 2007.

The Kennebec Montessori School is growing their team of Board Members to provide continuity of leadership and support the growth and sustainability of its future. Members of the Board of Directors are volunteers who serve for a three-year term. Interest in this position should be expressed in an email to board@kennebecmontessori.org.

Board of Directors Roles & Responsibilities

- Members of the Board of Directors must be able to participate in two or more evening meetings per month.
- Members of the Board of Directors attend school-wide events, support fundraising initiatives, and volunteer at the school.
- Directors must be able to participate in frequent email communications and willing to engage in committee work.
- The Board of Directors works with the Head of School to set policies, oversee finances, and guide strategic planning. Members of the Board of Directors have fiduciary responsibility for the institution.
- KMS provides liability insurance for Directors & Officers.
- Directors must sign and adhere to our Confidentiality statement.
- For more info on Board service, see the by-laws hosted on our website.
- KMS is seeking individuals with a wide range of professional experiences to diversify and strengthen our board. These experiences include, but are not limited to: business experience, legal, development / fundraising, human resources, educators, education administration, and prior service on a non-profit board.

Who Is Eligible?

- Directors may be either parents of current students (Family Members) or Community Members (not parents of current students).
- An employee or staff member of KMS, or a spouse, direct family member or person living in the same household as an employee or staff member, may not be nominated, stand for election, be elected or serve as a Director.

The Kennebec Montessori School is an equal opportunity employer, and does not discriminate on the basis of race, color, gender, gender identity or expression, religion, national or ethnic origin, disability, marital status or sexual orientation in administration of its educational policies, admission or hiring policies and other school administered programs.