



NORTHSTAR SCHOOL  
*Nurturing the Mind, Body and Spirit*

## **EMPLOYMENT OPPORTUNITY: MANAGEMENT TEAM AT NORTHSTAR SCHOOL**

**Northstar School is now looking for candidates to join its school management and leadership team.** We are looking for high-impact and talented people with a passion for education and community. The areas of need are broad and diverse and positions can be tailored to match the most beneficial skills and experience of the best candidates.

*The following qualities are required:*

- A minimum of a Bachelor's degree
- Experience in program development and organizational structures
- Demonstrated ability to create plans, set objectives and achieve goals
- Professional communication skills, both verbal and written
- Organized, punctual and detail-oriented
- A motivated self starter and able to keep to set schedule
- The ability to work well with others
- Love for children and a belief in the imperative of quality youth education

*Skills or experience in any of the following areas are a major plus:*

- Bachelor's or advanced degree in education
- Experience with educational institutions
- Academic affairs and curriculum development
- Non-profit administration
- Fundraising and donor management
- Familiarity with traditional Islamic sciences
- Event coordination
- Financial Management
- Marketing and social media

**Northstar offers competitive compensation and benefits packages and a healthy, supportive, and enriching work environment.**

- Competitive salary, commensurate with experience and abilities
- Enriching, positive work environment
- Generous health, dental, and vision insurance coverage
- 401k retirement plans
- Paid school breaks, national, and Islamic holidays
- Tuition discounts for staff children
- Career development reimbursements

*\* Both full-time and part-time options are available.*

*\* Target start date is August 2014, but hiring decisions may be made as early as June, so apply now.*

**Interested candidates please send your resume with cover letter to [careers@northstarschool.org](mailto:careers@northstarschool.org).**

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Northstar School is a K-8th grade Islamic school in the San Francisco Bay Area. Founded in 2002, Northstar has grown from a student body of 7 students, to one of over 130 diverse and eager, young Muslim learners. Northstar has earned a reputation as a pioneer and role model in Islamic schooling, employing a range of cutting edge and time-tested educational methods. With a dynamic curriculum that integrates classical Islamic sciences with a first-rate academic program, Northstar aims to nurture the "mind, body, and spirit" of its children. For more info visit: [www.northstarschool.org](http://www.northstarschool.org)

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