



**Job Title:** Montessori Classroom Teacher

**Location:** Edinburg, TX

**Department:** Educator

**Who We Are:**

The Upper Valley Montessori Society known as The Discovery School was founded in 1973 and strives to provide a unique, child-centered, quality education allowing the child to develop a love of learning based on the philosophy and method of Dr. Maria Montessori, which professes to “Follow the Child”. The ultimate objective of The Discovery School is to develop responsible, self-confident members of society who are respectful of themselves and others, who will develop a positive approach to life and contribute to their community. The Discovery School is chartered as a non-profit 501(c)3 tax-exempt Texas educational corporation, governed by a set of Bylaws and a Board of Directors.

**The Opportunity:**

The Montessori Teacher is the heart of The Discovery School. The Montessori Teacher guides students through the educational journey. They support each child to become independent, lifelong learners. This position will work collaboratively and supervise a classroom assistant. This position will report to and receive functional direction from the School Director.

**General Description:**

Under the general direction of the School Director, the Montessori Classroom Teacher assumes overall teaching responsibility for a class of children by utilizing Montessori child development philosophy and teaching methods. Work involves organizing and implementing the day-to-day classroom activities and programs. The Teacher must monitor and facilitate the progress of each child. The Teacher is given considerable latitude for initiative and independent judgment in the execution of job duties.

**Duties and Responsibilities:**

- Designs and implements a curriculum of activities and programs following Montessori methods and philosophy in alignment with Texas Essentials of Knowledge and Skills.
- Incorporates a program of classroom discipline that follows the Montessori method.
- Keeps updated required records and evaluates each child’s progress as set forth by School Director.
- Responsible for the ongoing care and renewal of the learning environment and materials to reflect order, organization, beauty, and a variety of content.
- Keeps materials complete and in good working order; makes and/or organizes the making of supplementary classroom materials; provides for adequate care, maintenance, and storage of materials and supplies.
- Ensures that school equipment, supplies, and materials are inventoried at the close of each school year and that necessary repairs are made and replacements ordered as funds permits;

responsible for packing and storing school equipment, supplies and materials at the end of the school year.

- Responsible for the supervision and training of the children in regard to fire, severe weather, active shooter, and lock down drills.
- Attends all staff meetings, school meetings, in-service trainings, and school events as directed by the School Director.
- Conducts parent conferences according to administrative policy or whenever the needs of the child dictate or the parents request such a conference.
- Utilizes the American Montessori Intuition membership, provided by the school, to enhance teaching strategies and techniques in the Montessori classroom. Attend professional workshops and trainings.
- Supervises the Classroom Assistant; delegates appropriate work assignments; oversees training of the Assistant in the Montessori philosophy and materials.
- Ensures classroom is safe, neat, and clean.
- Performs other duties as needed/assigned.

**Qualifications:**

Experience and training:

- At least one year of teaching experience in a public or private school program, preferably at the preschool or elementary level.

Education:

- Bachelor's degree from an accredited college or university required, preferably with a major in education or a valid teaching certificate; or equivalent experience.
- Montessori Certification from a certified Montessori training program is preferred and will be required upon hire.
- Successful completion of a certified A.M.I., A.M.S., St. Nicholas, S.M.T.C., or N.C.M.E. training program; online training may be considered or acknowledged if internship is done under an accepted Montessori trained teacher, or by auditing one of the accepted training programs above for the level being taught.

Knowledge, Skills, and Abilities:

- In depth understanding of Montessori philosophy of education and child development; thorough knowledge of the Montessori materials and their various applications.
- Able to establish and maintain classroom order and discipline by utilizing methods which are compatible with the Montessori philosophy of respect for self and others.
- Knowledge of child development principles including physical, social, emotional, and cognitive stages, issues, and sequences.
- Predominantly warm, patient, calm, compassionate, and sensitive to the needs of developing children.
- Must reflect a respect for the child and a positive approach to solving classroom or student problems.
- Able to work under conditions requiring emotional stability.
- Able to plan, organize, and delegate work effectively.
- Able to establish effective working relationships with staff, parents, and the public.
- Must have a strong working knowledge of Texas Minimum Standards and Southern Association of Colleges and Schools as they pertain to our school.

- Able to communicate effectively in English both in oral and written form with parents, children, and staff.
- Must be willing and able to administer CPR/First Aid as needed.

Physical abilities required to perform the full duties of the position:

- Able to bend and squat throughout the day as needed to help children.
- Able to sit on the floor when needed to work with children.
- Able to stand 90% of the time when in the classroom.
- Able to stand 100% of the time when on the playground.
- Must be able to repeatedly lift and carry children.

Additional requirements:

- TB Test
- Background Check and Finger Printing
- First Aid and CPR Training

**FLSA Classification:** Exempt from Minimum Wage and Overtime Pay Requirements of FLSA, full-time position.

*The Discovery School is an equal opportunity employer, committed to inclusive hiring, and dedicated to diversity in our work and staff. We strongly encourage people from all groups and communities to apply.*