

# Montessori Co-Lead Job Description



We are searching for a reliable, trustworthy, and innovative Montessori Co-Lead Teacher to join our Montessori Life Community. The Co-Lead's responsibilities include collaborating with the Primary Lead Teacher on lesson plan ideas and preparations, assessing children's individual needs, and communicating those needs as required. You should be able to help maintain the nurturing, stimulating classroom and create meaningful connections with every student.

To be successful as a Co-Lead Teacher, you should be a lifelong learner who inspires a love for learning in your students. Outstanding candidates are prompt, take initiative, accept failure, learn from their mistakes, and embrace the creativity and independence of the child.

## Co-Lead Teacher Responsibilities:

- ☐ Observing, guiding and supervising children while they learn in the classroom environment.
- ☐ Preparing lessons, independent learning exercises and materials as needed by the lead teacher.
- ☐ Maintaining a safe, clean, stimulating classroom where all children feel safe and valued.
- ☐ Supporting students who are toilet training and helping them to create positive toileting experiences.
- ☐ Establishing rapport and building relationships with students based on trust.
- ☐ Setting an excellent example for students and instilling good values in them like honesty, accountability, understanding, tolerance, respect, love, and kindness.
- ☐ Monitoring and assessing student progress and sharing observations with Primary Lead Teacher.
- ☐ Ensuring classroom supplies and equipment are available and in working condition.
- ☐ Pursuing opportunities for personal growth and development as it relates to Montessori.
- ☐ Participating in school activities and monthly team meeting.

## Co-Lead Teacher Requirements:

- ☐ Bachelor's Degree in any field and any of the following:
  - Prior experience in a childcare center
  - Experience working with the 2-6 age group
  - College coursework
- ☐ Willing to pursue and complete Montessori Certification.
- ☐ An ability to teach groups of children of varying ages, needs, and abilities.
- ☐ Ability to spend 100% of work time standing or moving about classrooms.
- ☐ Physical activities including bending, stooping, walking and or reaching on a frequent basis.
- ☐ Patience and excellent observational, communication, and diagnostic skills.
- ☐ The ability to multitask, keep calm under pressure, and treat everyone with love and respect.
- ☐ Excellent planning and organizational skills.
- ☐ A lifelong learner who can be a good role model for children.