



## **Montessori Teacher/Assistant**

**Classification:**

**Location:** Trinity Lutheran Church, 508 Center St, Ashland, OH 44805

**Compensation:**

**Reports To:** Directress

**Summary:**

The Montessori Good Shepherd Preschool is dedicated to providing the best possible educational and Christian spiritual development for our children. We follow the Montessori philosophy. We are open Mondays through Thursdays during the school year, closed on Fridays. We serve children ages 2 ½ to 5 years of age.

**Qualifications:**

- High School Diploma
- Able to bend, stoop, support children's learning on floor and using low furniture
- Patient and kind toward children and staff
- Joy with working with preschool children
- Willingness to be trained in Montessori Philosophy and earn Montessori
- Certification

**Need to complete before start date:**

- CPR and First Aid Certification
- BCI/FBI in accordance with ODJFS
- Create profile in OCCRRA online
- Complete Communicable Disease Training
- Complete Child Abuse Training
- Online Orientation with ODJFS
- Signed and dated physical



# MONTESSORI

## GOOD SHEPHERD PRESCHOOL

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### **Montessori Teacher/Assistant**

#### **General Responsibilities:**

Maintains order and cleanliness of environment daily, assists in cleaning, preparation and maintenance of classroom. Keep records regarding child's learning, attendance arrival and dismissal. Supports learning as directed, assist in establishing and maintaining a peaceful harmonious environment, helps in establishing and maintaining the Montessori classroom paying particular attention to the needs of the children, participate in staff meetings, participate in school events and conferences. Teach lessons, prepare materials.

#### **Responsibilities to the Directress:**

Maintains good attendance and promptness. Assists with children in their learning and understanding of materials, carries out duties as assigned, familiar with family resource handbook, informs Directress discretely of any classroom difficulties including discipline, health, equipment needs, repair and maintenance. Responsibilities to the Children and Families: Keep information confidential, professional and positive in all matters with children and parents, share all information from parents with Directress, allows children to be as independent as possible and does not inhibit their growth, and stays focused upon classroom tasks.

#### **Dress attire:**

Professional, non-distracting attire, clothing that modestly allows freedom of movement from floor to chair to standing. Dress for the weather as we are outside with the children on most days. Wear appropriate shoes. Required to wear ID name badge.

**Enthusiasm and willingness to learn are essential for success in this role.**

To apply for this position, please email your resume to [montessori@trinityashland.org](mailto:montessori@trinityashland.org)