

Montessori Classroom Assistant

Job Description



We are searching for a reliable, trustworthy, and innovative Montessori Classroom Assistant to join our Montessori Life Community. The Classroom Assistant's responsibilities include collaborating with the lead teacher on lesson plan ideas and preparations, assessing children's individual needs, and communicating those needs to lead teacher 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 Classroom Assistant, you should be a lifelong learner who inspires a love for learning in your students. Outstanding candidates can accept failure, learn from their mistakes, and embrace creativity and independence.

Classroom Assistant 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.
- ☐ Assisting students with toilet training
- ☐ Maintaining a safe, clean, stimulating classroom where all children feel safe and valued.
- ☐ 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 lead teacher.
- ☐ Ensuring classroom supplies and equipment are available and in working condition.
- ☐ Pursuing opportunities for personal growth and development.
- ☐ Participating in school activities and monthly team meetings

Classroom Assistant Requirements:

- ☐ High School Diploma and any of the following:
 - Certificate in Early Childhood Education
 - Prior experience in a childcare center
 - 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, lifting, climbing, carrying, 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.

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- ☐ A lifelong learner who can be a good role model for children.