Lead Elementary Guide for 2020-2021 School Year

Montessori School of Duluth has been offering high-quality Montessori education since 1982. We are seeking a strong candidate to lead our Elementary Classroom with children in their 1st year to 4th year.

Candidate qualifications:

- Possesses a minimum Bachelor’s degree;
- Is working toward or possesses a Montessori Diploma;
- Prior elementary teaching or primary Montessori experience preferred;
- Has the ability to lead a multi-age group of 1st—4th graders;
- Has a positive attitude and respect for children
- Enjoys working in a small school setting

Responsibilities:

- Provides a safe and warm environment to encourage optimal development of children ages 6-12 using Montessori principles.
- Observes behaviors and maintains records
- Models grace and courtesy
- Attends open houses and teacher in-service or training as directed by head of school
- Carries out all specific procedures and responsibilities as outlined by the MSD Staff Handbook and MSD Policies and Procedures
- Inspire learning through the Montessori Cosmic Education
- Provides presentations, lessons and group gatherings that meet the needs of each child
- Make needed materials and plan activities
- Works with local resources and school district to meet the needs of a child if they require an IEP or 504 Plan
- Reports accidents and concerns immediately to Head of School
- Communicates with families bi-weekly through email or classroom app on general happenings in the classroom
- Model professionalism and leadership in the classroom

Montessori School of Duluth is well-known and one of the first established Independent Schools in Duluth, Minnesota. We are committed to following the Montessori principles to provide individualized education to inspire a love for learning in students, for school and for life. Duluth, MN has a population of 86,000. It is a growing community with arts and culture and a passion for the outdoors and nature.

For more, see www.montessoriduluthmn.org. Salary and compensation is competitive, commensurate with education and experience. Professional development provided. Interested qualified candidates, submit a cover letter and resume to Laura Goodman (Head of School). LauraGoodman@Montessoriduluthmn.org Candidates are also welcome to call to inquire.

Job Type: Full-time, August 17, 2020 – June 8, 2021