



Central Montessori Academy is seeking a full time Co-Lead Toddler Teacher with proper certification or a Montessori Toddler Assistant; the position is Monday – Friday 8am - 4pm or 10 am – 6 pm. CMA is a small school serving children ages 18 months to 12 years. Come join our community and get experience working in a Montessori classroom.

Job Description: Toddler Assistant

School: Private non-profit Montessori toddler through 6th grade

Department: Toddler Classroom

Job Status: Full – Time (Aug- May)

Proposed Hours: 40 hours per week

Starting Date: August 2024

Compensation: Salary is commensurate with experience, education, certification and according to the school's established rate schedule.

Purpose: The purpose of the Toddler Assistant is to assist in the implementation of the Montessori toddler curriculum and to support the learning development of children ages 18– 36 months. Co-Lead Toddler Teacher with proper certification is a possibility.

Qualifications and Requirements:

- Education Level: Associate Degree in Early Childhood Education or bachelor's degree; Montessori credential is not required but desired.
- Experience Desired: At least two years of experience working with toddlers. Experience working in a Montessori classroom is desired but not required.
- Advancement to Co-Lead Teacher -must have or obtain certification in Montessori Infant-Toddler AMS certified program.

Essential Function/ Skills:

- Understands child development and supporting the young child ages 18- 36 months.
- The ability to communicate effectively through both writing and speaking?
- Establishes a professional and supportive relationship with parents, students, and colleagues.
- Participates in ongoing professional growth and continually learns new skills to support the community of Central Montessori Academy.
- Records attendance and reaches out to parents about attendance as needed.
- Supports and implements rules and regulations of the classroom.

Other Skills

- Supporting with potty training
- Kindness, willingness to help out with other school tasks as needed.
- Supports the building of community and collaboration.
- Creates a welcoming environment for parents and students.
- Respects of others

Note:

The above statements are intended to describe the general nature and level of work performed by a person in this position. They are not construed as an exhaustive list of all duties that may be performed in such position. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities at any time. Central Montessori Academy provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, genetic information, citizenship, or veteran status, in accordance with applicable federal laws. In addition, Central Montessori Academy complies with applicable state and local laws governing nondiscrimination in employment.

Job Type: Full-time

Pay: \$25,000.00 - \$32,000.00 per year

Expected hours: 40 per week

Benefits:

- Dental insurance
- Employee discount
- Flexible schedule
- Health insurance
- Life insurance
- Vision insurance

Schedule:

- Monday to Friday

Ability to Relocate:

- Cincinnati, OH 45231: Relocate before starting work (Required)

How to Apply:

Send your resumé to René Steinkamp at rsteinkamp@centralmontessoriacademy.com