



## City Garden Montessori School

### About City Garden Montessori School

Located in St. Louis, City Garden is in its 13th year as a charter school, having received a second 10 Year Charter with the state of Missouri in 2017. We began in 2008 with 53 students; now, we have 268 children in preschool through eighth grade. We are expecting to serve over 400 children in preschool through eighth grade during our 2021-2022 school year.

Our long-term plan is to combine students aged 3, 4, and 5 into a single classroom aligned with the traditional Montessori planes of development. This means that all Primary Lead Guides will need to possess, or be willing to acquire, both state education certification and Montessori certification in Early Childhood education. We will assist the right candidate in obtaining these certifications.

As we grow, we continue to seek individuals to join us who share our vision for academic excellence for all children and holistic Montessori education, rooted in equity and social justice.

### Lead Guide - Primary

The City Garden Montessori School lead guide understands and promotes the school's mission, vision, objectives, and policies both within and outside the school community. As we grow, we continue to seek individuals to join us who share our vision for academic excellence for all children and holistic Montessori education, rooted in equity and social justice.

### Most Exciting Part of the Job

- Managing a classroom team of 1-2 adults, including training, supervision and evaluating the assistant guide and any support staff assigned to the classroom
- Developing lesson plans, independent learning exercises, curricula, and methods that cater to the needs of the individual child while they learn
- Implementing ABAR principles
- Using various assessment tools/strategies to help make instructional decisions for individual students (such as the Missouri Assessment Program, NWEA, observations, children's work samples, continuums of development, portfolios, etc)
- Creating and communicating weekly learning plans for all students
- Planning and coordinating classroom field trips supplies budget, and ensuring all resources are used in support of educating students and the school's mission
- Completing report cards and progress reports
- Assisting in the development of and participates in school functions, including but not limited to Parent and Guardian Conferences, Open Houses, Transition Nights, Curriculum Nights, Parent Orientations and the Family Field Day
- Obtaining and maintaining certifications in Montessori and DESE as appropriate for the grade level and subject area.

## Minimum Qualifications

- Bachelor's degree in Early Childhood Teaching, Education, or a related discipline
- 2+ years classroom experience
- Certification in at least one of the following:
  - Montessori Certification from AMI/AMS or other highly regarded Montessori certifying authority
  - Teaching Certification with Missouri Department of Elementary and Secondary Education (DESE)

## Preferred Qualifications

- 7+ years' of teaching experience in a public school or urban setting
- Certification in **both** of the following:
  - Montessori Certification from AMI/AMS or other highly regarded Montessori certifying authority
  - Teaching Certification with Missouri Department of Elementary and Secondary Education (DESE)
- Equity and Anti-Biased/Anti-Racist training

## What We Offer

- Ongoing professional development
- Opportunity to contribute to the only high quality public Montessori program in St. Louis

## Benefits

City Garden offers a range of benefits for Full-time employees such as:

- Competitive Salary
- Generous Paid Time-off (Fall, Winter and Spring breaks, holidays, and additional days)
- Paid Health Benefits (Medical, Dental, Vision and Life Insurance)
- Pre-Tax savings for family health premium costs
- Retirement Plan

## Schedule

School hours: 8:00 am to 4:00 pm Monday through Friday

Length of Work Year: August to May (10 month contract), up to 195 days per year, including but not limited to professional development, parent/teacher conferences, and preparatory work

## To Apply

Submit your resume and detailed cover letter which highlights why you are interested in this position, along with your relevant experience, and how you meet the qualifications sought for the position to [jobs@citygardenschool.org](mailto:jobs@citygardenschool.org)

*City Garden Montessori School is an equal opportunity employer and an organization that values diversity, equity and inclusion. Recruiting staff to create an inclusive organization is a priority, and we encourage applicants from all cultures, races, ethnicities, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military or veteran status, or other statuses protected by law. All candidates are evaluated solely on their qualifications to perform the work required.*