



City Garden Montessori School

Lower Elementary Assistant Guide - 2021-22 School Year

[City Garden Montessori School](#) (City Garden) is the only Montessori charter school in Missouri, and we are one of the highest-performing charter schools in the state. Our team possesses passion and determination to implement the Montessori approach to educating children in a diverse, **public school** environment. City Garden is committed to being an anti-biased, anti-racist community and seeks others who are passionate about these values. We are committed to continuous learning and growth for adults in the community, to foster excellence for all City Garden children.

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; we will have 400 children in preschool through eighth grade when we begin our 2021-22 school year. 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.

City Garden has attracted support from [the Opportunity Trust](#), and the [Chan-Zuckerberg Initiative](#) has published a [case study about City Garden's innovative model](#).

Primary Assistant

City Garden Montessori School is seeking individuals with elementary classroom experience to fulfill the position of Assistant Guide. The Assistant will help our Lead Guides in a mixed-age level classroom, Lower Elementary – Grades 1, 2, and 3. The ideal applicant for this position must possess maturity, strong interpersonal skills, and the ability to establish and maintain connections with the students and families.

Under the direction of the Principal and the Lead Classroom Teacher, the City Garden Montessori School Assistant Guide is a vital support role within the classroom community. This position requires love, patience and respect for children. The Assistant Guide will encourage the children to be independent and model for them appropriate manners and behaviors, and help the lead teacher facilitate an instructional program delivered with both Montessori and an anti-bias/anti-racist pedagogy.

The Most Exciting Part of the Job

- Assisting the Lead Guide in providing learning that supports the development of the cognitive, emotional, social, physical and spiritual growth of the child
- Helping the Lead Guide to prepare and maintain an environment that meets the sensitive period/plane of development of the students
- Working to maintain the Montessori classroom culture, paying particular attention to the needs of the students
- Assisting individual students in performing activities initiated by the Lead Guide in small group or one to one setting
- Assists in preparation/production of instructional materials
- Providing supervision and enriching activities during non-academic times including lunch, recess, and afternoon periods as needed

Qualifications

- Possess a minimum of an Associate's degree, **Bachelor's degree highly preferred**
- At least 2 years classroom experience, preferably in a public or urban setting
- Ability to adapt to the changing needs of children and the school environment
- Have demonstrated ability to work cooperatively with others
- Have willingness to assume any responsibilities appropriate for the position
- Demonstrated commitment to equity and anti-biased/anti-racist principles
- Strong written and verbal communication skills

The full job description may be downloaded [HERE](#).

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:

- 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

Compensation

This is full-time, 10 month academic year position. The pay range is \$16.00 to \$18.00 per hour.

To Apply

Submit your resume and cover letter which highlights why you are interested in this position to 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.