JOB DESCRIPTION

Children’s House Assistant Teacher
Year Round Program Summer, PreK–Kindergarten
40 hours per week, Beginning June 14 until September
Reports to: Director of Lower School

Inly School seeks an experienced Children’s House Assistant to teach in a multi-age PreK and Kindergarten Summer Program (Ages 3–6) beginning in June 2021. This is a summer-only position.

At Inly School our dynamic Montessori+ practices inspire our inclusive community of learners to explore and shape ourselves and the world with joyful persistence, curiosity and compassion. Our commitment to anti-racist and anti-bias teaching practices are the privilege and responsibility of every member of the Inly Community. Inly School actively seeks faculty, families and leadership who embrace and practice skills that reflect our Montessori core values of collaboration, respect, compassion and empathy.

Key Duties and Responsibilities:

● Support Children’s House faculty in creating and maintaining a prepared environment that is well ordered, clean, inviting, encourages student exploration and growth, and facilitates each student’s growing concentration and independence

● Assist Children’s House faculty in the delivery of a Montessori curriculum and Inly adopted compatible curriculum

● Support faculty in meeting the needs of children

● Invest in the whole child understanding that meeting the emotional needs of each student is a primary task of the Montessori educator. This includes:
  ● Offering warmth, security, stability and non-judgemental acceptance to each child
  ● Facilitating communication among children and helping each child learn how to communicate their thoughts and feelings to adults

● Work with peers in day-to-day activities, instruction, classroom management, transitions, recess, and parent communication

● Supervise children in the outdoor classroom and play areas, arrivals, dismissals and in hallways.

● Read and follow guidelines for each job requirement above as detailed in the Classroom and Employee Handbooks
Strong Candidates will have:

- Bachelor’s degree
- Teaching experience preferred
- Excellent organizational skills; ability to establish and manage multiple priorities; ability to work under pressure
- A proven understanding of and sensitivity to the developmental attributes of the Children’s House student
- Sensitivity to cultural and ethnic diversity and an ability to set an inclusive tone through communication and classroom procedures
- Advocates for anti-bias teaching, both for children and adults
- A commitment to growth through professional collaboration and feedback
- An innovative mindset that embraces, creates and celebrates unique learning opportunities for all students
- Ability to maintain strict confidentiality and professional boundaries

Benefits:

- Competitive pay
- Medical, dental and vision insurance
- Company-paid life insurance; supplemental life insurance available
- Paid vacation, holidays, sick (faculty only) and personal time
- Flexible spending plans for both medical and dependent care
- Tuition assistance
- Voluntary Benefits
  - Life, AD&DI (employer paid), Vision
  - Accident, Cancer, Critical Illness
- Employer paid LTD, STD
- Free AM/PM Club and Discovery program for enrolled students of faculty

To apply for this position, please email your resumé and cover letter to Dee Slavin, Director of Lower School at employment@inlyschool.org