



## Elementary Assistant

**Reports To:** Classroom Lead Teacher

**Directs & Supports the Work of:** OHMCS Students & Faculty

The Assistant Teacher will support the work of the Lead teacher by assisting in the preparation and maintenance of the Montessori-prepared environment and interaction with the students.

### Mission

*Preparing every student for tomorrow by nurturing the love of learning today.*

### Vision

Creating a space for students, families, and community members to thrive as they collaborate to learn, to celebrate, and to serve one another.

### Core Values

- Independent thinking and self-reliance through purposeful work
- Inclusivity in our community and a sense of belonging for all
- Compassion for others and the environment around us
- A vision for peace through social change

**About Oak Hill Montessori Community School:** Oak Hill Montessori Community School (OHMCS) opened as a public Montessori school in the Fall of 2021. Located in Shoreview, OHMCS offers authentic Montessori education to children 16 months to 8th Grade. We are proud to provide a different point-of-view in education; driven by the motivation of students. We present challenging academics while equally valuing social skills.

Visit [ohmcs.org](http://ohmcs.org) for more information.

### Desired Qualifications

- Prior experience working with children
- Training in or knowledge of the Montessori Philosophy of Education.
- Desire to assist students of all ability levels in a learning environment
- Associate degree or at least 60 credits of post secondary education in any field.

The Elementary Assistant will pursue a Minnesota substitute teaching license with the support of the Executive Director.



**Salary & Benefits:** Commensurate with other charter schools of similar scope and size, and with the experience and qualifications of the candidate selected for the position.

**How to Apply:** Persons interested in applying should send an email to [admin@ohmcs.org](mailto:admin@ohmcs.org) with the following application materials attached:

- Cover Letter
- Resume
- Completed Application (downloaded from [ohmcs.org](http://ohmcs.org))
- Unofficial Transcripts

Final candidates will be invited to interview, either in person or virtually, with the OHMCS Executive Director.

Final appointment to this position will be contingent upon completion of a criminal background check.

**Application Deadline:** Applications will be reviewed on a rolling basis upon receipt

Oak Hill Montessori Community School (OHMCS) is an equal opportunity organization committed to diversity and equity. As such, OHMCS believes that each individual is entitled to equal opportunity without regard to sex, color, race, ancestry, religion, national origin, sexual orientation, gender identity, age, physical disability, marital status, veteran status, or any other characteristic protected under federal or state anti-discrimination laws. OHMCS's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline and all other terms, conditions, and privileges of employment.