



## **Upper Elementary Lead Teacher (Grades 4-6)**

Oak Hill Montessori Community School (OHMCS) is seeking an AMI Elementary-trained teacher to join the dedicated faculty of our elementary program. OHMCS is looking for someone with a passion for learning, who is excited to deepen our students' experiences across disciplines, in and out of the classroom, and who possesses the skills and abilities necessary to implement our school's mission.

**Reports To:** Executive Director

### **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**

Building on a rich, 60-year legacy, Oak Hill Montessori transitioned to a Public Charter School in 2021 to increase accessibility of an authentic Montessori education. Oak Hill Montessori Community School (OHMCS) is proud to provide a unique point-of-view in education driven by the intrinsic motivation of students. We offer challenging academics while equally valuing social and emotional learning.

We serve children 16 months through 8th grade with our lower school being tuition based, and upper school being tuition-free.

### **General Summary of Position**

This is a full-time, salaried, exempt position, with typical on-site hours of 8:00 am - 4:00 pm, M-F, throughout the 10 month school year. The guide's responsibilities will include but are not limited to the following:

- Help to prepare and maintain the Elementary Montessori environments, for classrooms of 25-30 children.

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- Utilize observation, reflection and refinement of work to best support students' independent activity through preparing developmentally appropriate and engaging activities
- Partner with students, teachers and parents to nurture and assess student development in all areas (social, emotional, cognitive, physical & moral) through in person check-ins, conferences and written reports
- Model integrity, curiosity, and respect
- Attend staff meetings and trainings, as required
- Help to craft and participate in parent education events

**Required Qualifications:**

- A BA/BS degree, a current Minnesota teaching license for Elementary Education and AMI/USA Elementary certification
- Knowledge of the curriculum areas responsible for instructing
- Exceptional classroom management skills with strong verbal and written communication skills
- Strong interpersonal skills with the ability to work effectively with students, parents, and community members from diverse backgrounds
- Ability to lead, train and supervise assistants and create a conducive learning environment

**Desired Qualifications:**

- Have Montessori Elementary training and 2+ years teaching experience at the Montessori Lower or Upper Elementary level
- Thrive as a member of a deeply collaborative team and a dedicated whole school staff serving students who are 16 months - 14 years old
- Have a caring disposition and respect for the developmental needs of elementary students and their parents
- Interest in experiential learning and flexibility to participate in educational travel
- Valid MN Driver's license

**Salary & Benefits:** \$40,000-\$47,000, commensurate with experience and qualifications. PTO accrued at a rate of 1 hour per 30 hours worked. Medical, dental, short and long term disability insurance & life insurance (covered by school). 40% tuition remission, and pension through the Teacher's Retirement Association (TRA) 7.7% mandatory employee contribution, with employer contribution 8.75%.

**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
- Copy of Valid Teaching License
- Copy of AMI diploma
- Unofficial Transcripts
- 3 letters of recommendation

Final candidates will be invited to interview in person 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.