



Toddler Teacher Job Description

About Our School

Magnolia Montessori is a small micro- Montessori school in Ft. Wayne, IN, serving children 18 months to 6 years, with a small upcoming elementary community . We are seeking a trained AMI or AMS 0-3 Montessori Teacher (Assistants to Infancy Montessori). At Magnolia Montessori, we support the child, knowing that learning comes at a deeper level when self-initiated at one's own pace. Authentic Montessori is upheld at our school. Peace education is modeled and Positive Discipline used to help young minds develop emotional literacy. We are community-minded and place great value on our close-knit families.

General Position Description

The Toddler Teacher is responsible for upholding authentic Montessori philosophy in the environment, as a teacher, and in day to day life. The Teacher is a team-player, willing to collaborate on how they feel things work best in a small school. The teacher will have a voice on suggestions, schedules, programming, and the like. They should be able to self-evaluate and self-regulate to their best abilities. A work-life balance is key and we do our best to incorporate your children into our school.

Dedicated to providing children with an authentic Montessori education, this role will also be responsible for and building partnerships with families to support our students in reaching their full potential. The Teacher must be skilled in communicating with both children and adults in order to meet the needs of our families.

Key Responsibilities

- Create and maintain a quality authentic Montessori educational program serving 8-12 children ages 18 months-3 years, aligning to Montessori pedagogy
- Display a loving and caring demeanor to implement positive discipline methods that align with the school's high standards of care-giving
- Help children use the restroom and develop independence with personal hygiene (hand washing and bathroom usage). Helping a child toilet-learn in underpants is required
- Maintain a clean and organized classroom environment
- Train an assistant in Montessori philosophy
- Develop additional Montessori materials
- Assist with older children in our aftercare program
- Attend professional development meetings and school events as a member of the school community
- Model grace and courtesy with students and adults at all times

Educational Requirements

- AMI or AMS 0-3 Assistants to Infancy Training required

Additional Knowledge, Skills and Experience Required

- Minimum of 2 years working with young children is required
- Infant/child/adult CPR and First Aid certification, or ability to obtain within the first 90 days of hire as apart of training

Physical Requirements

- Requirements include the ability to use hands and fingers, handle objects, talk to and hear voices at many levels, kneel, bend, squat, sit on the floor for extended periods of time.
- Ability to lift approximately 30 lbs.

Job Details:

- Salary of \$40,000 to \$45,000 a year based on experience
- Work year-round, 8:30-5:30, Monday through Friday with an hour lunch.
- Time off includes days set in our school-year calendar (Mid August through the end of May-- 180 days) and 1 week off in the summer
- Additional time off provided
- Professional development reimbursement
- Every other Friday is a half day, intended for professional development or classroom work time, if needed
- Ability to bring your infant to work, as well as tuition discounts for children who we serve

To Apply: Send resume and references to Emily Hanson, Head of School, emily@magnoliamontessori.net

Magnolia Montessori is an equal opportunity employer and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.