

SILVER SANDS MONTESSORI CHARTER SCHOOL

JOB ANNOUNCEMENT

Position Title: Teacher (Kindergarten, Elementary [multi-age], and Middle School)

Salary Range: Pay is comparable to CCSD including Nevada Public Employees Retirement System (PERS) and health benefits

Posted: February 12, 2014

Closing Date: Open until filled

Application Procedure: Applicants must provide the following items to be considered:

1. Letter citing the applications qualifications for the position
2. Licensed Personnel Application (available at www.SilverSandsMCS.org/Join_Us.html)
3. Updated Résumé

Completed Applications should be submitted to:

Email: ms.danette@silversandsmcs.org or

FAX: 702-522-6218 or

Mail: Silver Sands Montessori Charter School
1841 Whitney Mesa Drive, Ste 100
Henderson, NV 89014

Note: Incomplete applicant packets will not receive consideration.

JOB RESPONSIBILITIES

To connect the student to the Montessori materials and lessons in a manner that will facilitate meaningful work. Provide students with appropriate learning activities and experiences designed to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society. Prepare students for life.

Qualifications:

- Education/Nevada Certification:
- Bachelor's degree from accredited university
- Valid Nevada teaching certificate with required endorsements for subject and level assigned
- Montessori training and/or experience preferred. You must be willing to earn Montessori certification if you do not already have it.

Special Knowledge/Skills:

- Montessori training or prior approval for other training from SSMCS' administrator.
- In depth knowledge of subjects assigned.
- Specific knowledge of Nevada State curriculum and instruction for the grades to be taught.
- Commitment to covering the (NVACS) Nevada Academic Content Standards within the context of the Montessori program.
- Ability to instruct students and manage their behavior.
- Strong organizational, communication, and interpersonal skills.
- Storytelling skills for the key lessons

Major Responsibilities and Duties:

Instructional Strategies:

- Develop and implement lesson plans that fulfill the requirements of Montessori curriculum program and show written evidence of preparation as required.
- Prepare lessons that reflect accommodations for differences in student learning styles.
- Present subject matter according to guidelines established by AMS, SSMCS board policies, and administrative regulations.
- Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.

- Conduct assessment of student learning styles and use results to plan instructional activities.
- Work cooperatively with special education teachers to modify curriculum as needed for special education students according to guidelines established in Individual Education Plans (IEP).
- Work with other members of staff to determine instructional goals, objectives, and methods according to School requirements.
- Plan and assign assignments of support teacher(s) and volunteer(s).

Student Growth and Development:

- Help students analyze and improve study methods and habits.
- Conduct ongoing assessment of student achievement through formal and informal testing.
- Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by SSMCS' administrator.
- Be a positive role model for students; support the mission of SSMCS.

Classroom Management and Organization:

- Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
- Manage student behavior in accordance with Parent/Student Handbook and the Positive Discipline Policy.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Assist in selection of books, equipment, and other instructional materials.
- Maintain close supervision of student's use of the Internet.
- Prohibit anything from entering the classroom that will interfere with the learning environment.

Communication:

- Establish and maintain open lines of communication by conducting conferences with parents, students, principals, and teachers.
- Maintain a professional relationship with colleagues, students, parents, and community members.
- Use effective communication skills to present information accurately and clearly.

Professional Growth and Development:

- Participate in staff development activities to improve job-related skills.
- Attend on-going Professional Development coursework to maintain the requirements of Nevada State Teaching License and/or the Nevada State Child Care Licensing Division.

Other:

- Keep informed of and comply with state, district, and school regulations and policies for classroom teachers.
- Personally compile, maintain, and file all physical and computerized reports, records, and other documents required to keep child's individual files up to date and current.
- Attend and participate in faculty meetings and serve on staff committees as required.

Supervisory Responsibilities:

- Supervise assigned support teacher(s).
- Be a positive role model to support teachers, teacher trainees, and volunteers.
- Monitor and direct the activities of your classroom support teachers and volunteers.
- Facilitate meaningful work for your teaching assistant within your classroom area.
- Adapt the duties and responsibilities of the support teacher or volunteer to uniquely take advantage of their natural skills and abilities.