



Primary Class Lead Teacher
Full or Part time, salaried

Mountain Sun Community School serves children aged three through middle school in a carefully prepared environment with highly trained teachers using Montessori principles along with other complementary educational practices and a strong emphasis on outdoor experiential education. Mountain Sun is Brevard's only independent school and was formed as a non-profit, parent-driven effort to create a caring, holistic community school that cultivates each child's passion and unique abilities.

OBJECTIVE

Mountain Sun Community School seeks a Primary Class Lead Teacher to guide children ages 3 through 6 in conjunction with an Assistant Teacher. Lead Teachers at Mountain Sun are guides who help direct students' activities academically, emotionally, and physically in a prepared Montessori environment and the outdoors in ways that challenge each child to reach his/her full potential.

REPORTS TO: Executive Director

WORKS WITH: Mountain Sun Community School faculty, staff, and parents

RESPONSIBILITIES

- Children
 - Allow the children to be as independent as possible
 - Carefully observe and keep records on each student's individual progression through the classroom
 - Encourage children to engage in peaceful conflict resolution with their peers and offer assistance when needed
 - Offer lessons to children on self-care, snack procedures, changing clothes, hand-washing, and taking care of bodily needs
 - Provide a safe and secure environment
- Classroom environment
 - Prepare a beautiful environment that meets the sensitive period/plane of development of the children.
 - Prepare the classroom environment, materials, and equipment
 - Ensure that all materials are in good repair and all sets complete
 - Develop and make materials when needed

- Communicate needs for the classroom with Director including maintaining inventory of classroom materials and any additional materials needed
 - Regularly refresh and rotate materials and books
 - Assist in the planning, maintenance, and utilization of the outdoor environment
 - Model and teach conflict resolution and problem-solving strategies in the classroom. The teacher creates an environment that demonstrates rapport with, respect and kindness for, all students as well as between students.
- Parents
 - The teacher is responsible for communication that supports an understanding of the school's programs, develops positive relationships within the school community, and protects the privacy and confidentiality of each student and family in the school community.
 - Ensure respectful and open lines of communication with parents, including providing opportunities to discuss and understand the child's individual progress through timely written communication, phone calls, and in person meetings
 - Prepare and coordinate parent teacher conferences including written reports twice annually.
 - Communicate via weekly newsletters (email) with parents about their children's school lives, Mountain Sun's educational philosophy, and school events.
 - Contact and meet with specialists and/or parents regarding children with special needs
 - Be professional and positive in all dealings with children and parents
- Assistant Teachers
 - Supervise the classroom assistant, aide, interns, substitutes, and volunteers.
 - Provide necessary instruction, guidance, and support for those assisting in the classroom environment.
 - Confer with assistant teacher/co-teacher to compare observations, discuss relevant points in educational theory, demonstrate learning materials, exchange ideas or alternate ways to cope with a given child, and review successful group activities and create new ones
 - Participate in staff evaluation
- General:
 - Establish and maintain a harmonious classroom of unique, diverse children
 - Participate in weekly staff meetings
 - Participate in all school events, conferences, professional development opportunities, etc.
 - Responsible for being well informed and adhering to policies in both the Parent Handbook and the Employee Handbook

QUALIFICATIONS

- Background in education for children of all ages
- B.A. in Education or other relevant field

- Experience working with children in nature-based education and a love of the natural world
- Early Childhood (2 ½-6) Montessori certification strongly preferred

CORE COMPETENCIES

- Strong oral and written communication skills
- Dynamic and flexible interpersonal skills, including a joy for working with children. The teacher should have the ability to work with children, parents, other staff members, and the wider community.
- Demonstrated skill in implementing Montessori curriculum through materials and methods
- Outstanding classroom management
- A demonstrated passion for education and nonprofit work
- Self-directed, creative, multi-tasker, detail oriented
- Experience with successful team support, team leadership, and comfortable working independently
- Technological expertise:
 - Windows and Google Suite
 - Transparent Classroom
 - Copy and laminating machines

TO APPLY

Interested candidates should email a resume and cover letter as a single PDF with “Primary Class Lead” in the subject line to michaelb@mountainsunschool.org.