



## Job Description - Middle School Teacher / Classroom and Instructional Lead

Supervised by: Head of School

Grades served: 7th-8th

### DEI Commitment Statement

The Montessori School of Huntsville is committed to attracting, cultivating, and retaining a diverse faculty that embraces difference and celebrates connection. As such, your unique identity and experiences bring tremendous value to our school and are integral to fostering an inclusive community that honors and nurtures the expansive potential of both children and adults alike.

### Nondiscrimination Policy

The Montessori School of Huntsville shall not discriminate, endorse, or affiliate with those who discriminate on the basis of age, religion, genetics, race, creed, ethnicity, color, disability, gender, marital status, sexual orientation or national origin.

### Objective

The Montessori School of Huntsville seeks a qualified Middle School teacher to lead the development of the Adolescent program and serve as the classroom and instructional lead for the first cohort of 7th and 8th grade students in a multiage classroom, currently projected for Fall 2021. Candidates must actively embrace lifelong learning as well as a collaborative approach to education balanced with a strong sense of autonomy. A passion for outdoor education and a strong belief in respectful parenting/teaching philosophies and restorative practice are a must.

### Minimum Qualifications

1. Bachelor's Degree from a regionally accredited college or university
2. Secondary I or Secondary I/II Montessori teaching credential from an [AMS/MACTE accredited teacher education program](#)
  - a. **In lieu of a Montessori credential, applicants may meet the following criteria:**
    1. Previous teaching experience, preferably at least 5 years, with children in 7th, 8th, or 9th grades.
    2. Dept of Ed. teacher licensure OR successful completion of the [Praxis Subject Assessments and Praxis Principles of Teaching and Learning Assessments](#)
    3. Commitment to obtain Montessori credential within 3 years of start date with MSH



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3. Alignment with [MSH mission, vision, and core values](#), [AMS Code of Ethics](#), and [NAIS Principles of Good Practice](#)
4. Suitability determination through [Background Check Process](#)

### Skills and Abilities

- Strong written and verbal communication skills
- Strong computer and technology skills, including but not limited to the use of GSuite Tools for Education and ability to learn and adapt to new technologies and programs as needed
- Deeply self-reflective professional practice
- Ability to work independently
- Ability to collaborate with families, children, and colleagues from diverse backgrounds

### Desirable Qualities

- A love of children and a deep respect for their capabilities
- Appreciation for Montessori education and willingness to promote the philosophy
- Passion for outdoor learning and education
- Strong belief in respectful parenting/teaching philosophies and restorative practice
- Flexible and resilient with a down-to-earth, hands-on style
- Willingness to create and present Montessori-aligned activities and pedagogical materials based on your unique hobbies and interests, e.g. visual arts, coding, second languages, etc.
- Willingness to obtain CDL in order to drive a 15-passenger van for field trips

### Core Responsibilities and Duties

#### Administrative:

- Collaborates with administration and communications committee to produce marketing materials and events both within the school community and to external audiences to generate interest in the adolescent program
- Researches, writes, and collaborates on grant proposals to secure funding for materials, resources, and learning experiences

#### Instructional:

- Instructional lead for at least two core content areas, i.e. Math, Science, Language Arts, History
- Oversees and collaborates with part-time content specialists to ensure children's progress in meeting state standards as outlined in the [Alabama Courses of Study](#)
- Arranges and leads regular field trips including at least two overnight field trips per year
- Actively guides student conflict resolution using Nonviolent Communications, restorative practice, and other brain-aligned tools
- Engages in daily observation and record keeping to track student progress



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- Engages in weekly conferencing with students
- Actively and regularly communicates with parents via email, phone, video or in person
- Prepares quarterly progress reports in collaboration with students for student-led conferences
- Provides family support for understanding Montessori philosophy and pedagogy
- Provides family and student counselling to prepare for transition to high school
- Maintains up-to-date Montessori continuing education, CPR, First Aid, mandated reporter, and other prescribed certificates as required

