
March 1, 2024

Position Open: Montessori Pedagogical Director (Part-Time)

Hill View Montessori Charter Public School, a public Montessori school serving 306 students in grades K-8 located in historic Haverhill, Massachusetts (35 miles north of Boston on the New Hampshire border and about 17 miles from the Atlantic Ocean), is seeking a part-time Montessori Pedagogical Director for the 2024-2025 school year. This is a 12-month position.

The Montessori Pedagogical Director is responsible for maintaining the educational and pedagogical integrity of Hill View Montessori (HVM) by supporting teachers and their Montessori prepared learning environments, Montessori classroom instruction, lesson planning and record keeping, as well as ensuring effective implementation of the charter school's public Montessori curriculum, academic programs, systems, and protocols.

Responsibilities will include (but will not be limited to):

- * Demonstrate competency in Montessori education and the capacity to work with state-mandated curriculum and assessment requirements;
- * Coach teachers in the implementation of HVM's Montessori curriculum by observing lessons, providing feedback, and modeling lessons or co-teaching;
- * Provide support to classroom teachers in the development of effective classroom culture;
- * Work in collaboration with the teaching staff to develop and then oversee effective planning, record-keeping, and reporting systems regarding students' work; and
- * Work in close collaboration with Specials teachers, Special Education staff, Title I staff, and ELL staff.

Applicants should have a high joy-factor and positive energy and enthusiasm; superb classroom management and leadership; emotional maturity; excellent organizational and communication skills; a love of learning and a love of playing; and, a drive for excellence with a commitment to each child. Applicants should demonstrate a friendly disposition and possess a strong capacity for kindness, compassion, and thoughtfulness. We are seeking a colleague committed to building strong collegial and parent relationships, and one who is committed to self-development. Appreciation for student diversity including learning, experiential, cultural and economic diversity is important as well as an open mind, open heart, and a sense of humor.

The mission of Hill View Montessori Charter Public School is to provide a K-8 public education that promotes academic excellence using the Montessori philosophy.

Qualifications:

- Bachelor's Degree required, Master's Degree preferred;
- Montessori teaching certification from an accredited program preferred;
- A demonstrated willingness and capacity to facilitate/implement educational best practices in conjunction with the Montessori curriculum and Massachusetts Common Core State Standards;
- An entrepreneurial spirit that reflects an openness to change, a willingness to problem-solve, and an interest in developing new ideas and programs;
- Experience and/or an interest in working with children;
- Effective communication skills, both written and spoken;
- Willingness to engage in frequent dialogue and to be self-reflective with regard to teaching practices;
- Ability to work with a variety of learning abilities and differentiate for those students with special needs and English Learners;
- Successful student behavior management skills and an understanding that a structured environment and high behavioral expectations for all students lead to student achievement;
- Strong interpersonal and collaborative skills;
- Commitment to the Hill View Montessori's mission;
- Critical thinker and problem-solver;
- Collaborative team player;
- Strong work ethic;
- Flexibility, warmth, a sense of humor, and a go-with-the-flow attitude!

Resumes and letters of interest should be submitted to: parnold@hvmcps.org

Hill View Montessori Charter Public School is an Equal Opportunity Employer. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.