



GOODWATER MONTESSORI

Public Charter School

Primary Montessori Guide PK3, PK4, Kindergarten

General Description

The Guide is responsible for the care and safety of students, and the implementation and delivery of the Montessori Curriculum and the TEKS. The Guide supports Goodwater Montessori School's commitment to realizing its Mission, Vision, and Values.

Reports to: Montessori Instruction and Curriculum Coordinator
Number of Days: 183

Essential Knowledge and Skills

- Excellent knowledge of Montessori Principles and Texas Essential Knowledge and Skills
- Excellent communication skills
- Excellent collaboration skills
- Excellent record-keeping skills

Major Duties and Responsibilities

- Consistently support Goodwater Montessori's mission, vision, and values.
- Model exceptional character and ethical standards in guiding students at all times.
- Provide a positive and safe learning environment that is conducive to learning.
- Effectively and respectfully communicate with students, parents, and staff to ensure collaboration.
- Maintain the highest standard of Montessori instruction.
- Ensure that academic requirements and goals meet the development of the whole child.
- Implement appropriate teaching strategies and best practices in the Montessori and TEKS curricula to ensure student achievement and academic growth.
- Work closely with Registrar to provide accurate and timely reporting of student data.

Goodwater Montessori Public Charter School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, or disability. In addition to federal law requirements, Goodwater complies with all applicable state and local laws governing nondiscrimination in employment.

- Collaborate with teachers to create strategies for curriculum alignment.
- Record impeccable student progress data using approved data collection system and effectively communicate student progress with caregivers.
- Work with other guides to promote a collaborative approach to student assessment.
- Maintain the highest standards concerning the prepared indoor and outdoor environments.
- Work collaboratively with the Assistant to ensure the safety and well-being of all students.
- Provide ongoing training to the Assistant in best practices in the classroom and other parts of the building.
- Attend and participate fully in all staff and level meetings.
- Attend school functions, such as parent meetings and fundraisers, requested by the Curriculum Coordinator.
- Adhere to policies as outlined in Employee Handbook.
- Other duties as needed.

Education and Work Experience

- ✓ Bachelor's degree.
- ✓ AMI or AMS, certification, or in training for Montessori Diploma for the appropriate level required.
- ✓ Texas Teacher Certification Preferred.