



## FREE HORIZON MONTESSORI PK-8

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FreeHorizonMontessori.org

*Montessori for the 21st Century: A Place to Learn, A Place to Belong.*

### Mission:

Through the Montessori philosophy, we inspire every child to learn and grow in a collaborative, peaceful, and safe environment.

### Vision:

We seek to transform our community by developing students who pursue their full potential, understand their global responsibilities, and respect others, self, and the environment.



## Job Posting: Educational Assistant & After Care Primary, Elementary I, Elementary II, and Middle School Positions for 2019-20 School Year

Job Posted 2019-05-12 Interviews Begin 2019-05-20



### Who We Are & What We Value:

Free Horizon Montessori, a Jeffco Public Option School of Innovation serving children in preschool through 8th grade, is a richly diverse community nestled in the foothills of Golden, Colorado. We are a growing school with 450 students and a strong, supportive parent body and passionate, committed faculty. At Free Horizon Montessori, we value educators who ignite passion, spark curiosity, and inspire children as they learn and grow into responsible global citizens. We are dedicated to supporting students in developing into independent, respectful, and responsible leaders and learners. We view education as a partnership between the student, family, school, and community and seek professionals willing to invest in our pursuit of excellence. Our faculty enjoys a shared leadership model wherein all staff members are encouraged to contribute ideas and incite positive change. Does this strike a chord in you? If you embrace life-long learning, demonstrate maturity, and engage in a collaborative approach to education, we invite you to apply.

### Core Qualifications for Support Staff Positions:

Our support staff members bring varying levels of education and experience, but all share a common vision of supporting students to make their time at Free Horizon Montessori as positive and successful as possible. We value all members of our staff and believe in supporting professional growth for career advancement. Support Staff must at minimum possess a high school diploma, be at least 18 years of age, relate well to children and adults, and demonstrate an interest in and knowledge of children and concern for their proper care, education, and overall well-being. Candidates without an Associate's Degree or higher must pass a pre-employment basic skills assessment prior to hire. Colorado PDIS Level III or higher certificate required.

### Position Description:

**Educational Assistant & After Care** – Full Time, Benefits Eligible, Starting August 2019 (8:30 am - 5:30 pm Monday - Friday; 8:00 am - 4:30 pm on Staff Development Days) – **EDUCATIONAL ASSISTANT:** Each individual works under the direction of a Lead Teacher and under the supervision of the Instructional Coach in helping to plan and implement an educational, enjoyable, creative, and efficient environment conducive to supporting children in developing physically, emotionally, socially, and cognitively. The Educational Assistant (EA) is a vital asset to the Montessori classroom community who implements positive classroom management procedures, assists students with their class work, support students with conflict resolution, provides supportive instruction under the direction of the Lead Teacher, and models respectful and responsible behavior in order to guide children. The EA is flexible, supports children in developing independence while also showing sensitivity to their needs, and is skilled in supporting the Lead Teacher in promoting a calm and peaceful learning environment. Our EAs are life-long learners who welcome feedback with grace and enthusiastically embrace opportunities to participate in recommended training programs, educational conferences, and other courses pertinent to professional growth. This person truly loves working with children, and is committed to helping them build a solid educational foundation, developing strong social and emotional competency, and inspiring a life-long love of learning. **AFTER CARE:** This person works directly with the Program Coordinator to provide a safe and nurturing after school experience for our school's students. The optimal person for this position will be energetic, playful, organized, have a zest for learning, and a strong ability to work collaboratively with others in support of children. Our AC staff collaboratively plan and implement creative ideas to infuse the after school experience with unique, fun, safe, and engaging activities. Our AC staff must meet qualifications as outlined under the Colorado Department of Human Services for Early

Childhood Teacher (PDIS Level III or higher). Note that this is a mandatory requirement for the position. Seeking an individual who is comfortable working with our full age range of students (preschool - 8th grade).

### **Compensation:**

We provide a comprehensive compensation package including competitive salary based on education, experience, and diverse skill sets that benefit our school community, PERA retirement contribution, paid leave time, professional development opportunities, and access to the Jeffco Public Schools full benefits program including health, vision, dental, paid life insurance, short-term disability, and more.

### **How to Apply:**

Qualified and interested candidates should upload a letter of interest and resume and complete our online application via AppliTrack at [www.applitrack.com/freehorizon/onlineapp/](http://www.applitrack.com/freehorizon/onlineapp/)

**EQUAL EMPLOYMENT OPPORTUNITY:** Free Horizon Montessori affirms that no person shall, on the basis of race, creed, color, age, national origin, religion, gender identity, disability, marital status, sexual orientation or veteran status be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any educational program or activity, including, but not limited to, employment or enrollment. Sexual orientation is a person's orientation toward heterosexuality, homosexuality, bisexuality, or perception of the individual's sexual orientation.