

To the students at University of Montana Western,

Our long-time elementary teacher has resigned to care for a loved one. Thus, we present an opportunity for a dynamic and motivated lead elementary teacher to enrich the lives of our community's children through Montessori teaching. Silver Bow Montessori, established in 1989, is located in Butte, MT, a proud, mining, and college town in the mountains of western Montana. Our lovely 5 acre campus hosts multi-age classrooms and hands on learning. Our curriculum includes activities such as gardening, animal care, overnight field trips, swimming, and both cross country and downhill skiing. Butte and the surrounding area provide a canvas for art, theater, music, physical education, and life-long learning. We offer a competitive compensation coupled with a low cost of living in an area with world class recreation- hiking, biking, hunting, fishing, and skiing.

Elementary Teacher Responsibilities:

- Lead all aspects of the Montessori classroom and education
- Monitor students for appropriate progress
- Plan and participate in the curriculum, extra-curricular activities, and community outreach programs
- Supervise lunch and playground activities
- Collaborate with families on their child's education and the Montessori Method
- Champion ideas and programs for growth and the pursuit of excellence
- Participate in administrative meetings
- Maintain teaching certification and continuing education

Elementary Teacher Qualifications and Skills:

- BA/BS Degree completed
- Montessori Certification or willingness to obtain
- Experience as a classroom teacher
- Excellent classroom management skills
- Skillful and clear verbal and written communication
- Computer skills appropriate for an elementary classroom
- Effective time management and organization skills
- Ability to develop strong connections with children and families

We are interested in finding only the right fit for our school. With this in mind, we will consider candidates with a Montessori elementary certification as well as those who have a willingness to obtain one, and we will cover the cost of doing so. If this is the opportunity you have been waiting for, please send a cover letter, resume, and names of 3 references (preferably two working references and one personal reference) to [office@silverbowmontessori.org](mailto:office@silverbowmontessori.org).

Our students are engaged; our parents are dedicated. Come take charge and lead a classroom where you will see and feel the impact you are having on a child's education.

**Silver Bow Montessori Elementary Teacher Job Description**

- Independently lead all aspects of a Montessori elementary classroom.
- Design individual lessons for each student based on Montessori curriculum and/or adapted for that student's interests or needs. Create and/or source materials to support lessons.
- Encourage and support students to develop their academic abilities, empathy, sense of responsibility, a love of learning and citizenship in the world.
- Create a classroom environment that is conducive to learning, comfortable, safe to work in, and exciting to explore.
- Manage students and their activities with a firm, fair, adaptable and kind approach to classroom discipline.
- Organize, coordinate, and/or facilitate extracurricular activities with other organizations as needed including theater productions, cross-country and downhill skiing, swimming, P.E., and bi-annual three day camping trips.
- Establish vibrant, open, timely and informative communication and connections with the school community including parents and families, teachers, volunteers and the Butte community as a representative of the school.
- Identify and evaluate students' developmental strengths and areas for improvement.
- Share vital and constructive information formally (parent/teacher conferences) and informally (chats at pick up, email, etc.) on students' progress to create a supportive, working relationship with parents.
- Pursue one's own professional development to model lifelong learning.

