



Educational Facilitator

APPLY ONLINE: <https://www.edjoin.org/Home/DistrictJobPosting/1819971>

SALARY: \$59,000 - \$102,812

BENEFITS: Medical, Vision, Dental, Supplemental, Legal, Accrued PTO, CalSTRS

Seeking resourceful, creative, and driven candidates interested in joining a team dedicated to developing innovative practices, efficient systems, and strong relationships while cultivating a generation of life-long and self-determined learners. Come join our growing team!

The primary responsibility of the Educational Facilitator is to provide support and guidance to parents in the Montessori philosophy and facilitate student learning which includes, but is not limited to, assessing, developing, planning, organizing, and monitoring a comprehensive educational plan for the desired success of each student.

Community Montessori is committed to respecting the talents and interests of the individual child while implementing Montessori teaching principles. Our goal is to foster in our children a strong sense of independence, creativity, respect for others, appreciation of diversity in people, and a deep and joyful love of learning. Community Montessori currently serves approximately 750 students in grades TK-8. Students attend one of five learning centers located throughout San Diego County and are on a Montessori home study program.

Essential Functions

Support Student Learning

1. Collaborate with parents and students on goals, objectives, and assignments which integrate state standards with student interests and talents; establish summative assessment tools
2. Collaborate with parents and students on methods of study and effective and relevant learning plans which best fit students' learning styles and academic needs while offering opportunities for mastery, autonomy, and a sense of purpose
3. Collaborate with parents and students on preparing the learning environment in accordance with students' learning styles and school's philosophy
4. Provide appropriate learning resources and educational materials, including collaborating with Learning Center staff and Instructors, to complete assignments related to Personalized Plan and Record (PPR) in a timely manner
5. Assess regularly for academic growth and planning; Use formative assessment and self-reflection to guide learning
6. Communicate academic assessment to parents and students through regular reports and semester report cards
7. Monitor Individualized Education Plan (IEP) goals and objectives; attend IEP meetings
8. Meet with student and parent, as needed, to discuss progress made on learning plan
9. Assist parent and student in maintenance of learning portfolio / learning management system
10. Collaborate with specialized instructors, as needed, to meet the needs of all students

11. Participate in extracurricular activities, including overnight trips
12. Work closely with and assign tasks to learning assistants, including mentoring the learning assistant with his/her role and how he/she can assist specific students
13. Provide course instruction including preparation, assessment, and testing
14. Provide homeschool assignments to Regional Manager each learning period
15. Understand and practice the Montessori philosophy, including planning and executing of Montessori lessons and using Montessori materials
16. Collaborate with Instructors in evaluating student work
17. Plan and order class curriculum and supplies
18. Provide project updates to Regional Manager
19. Post weekly newsletter
20. Assist with supervision of region, as needed
21. Utilize positive discipline strategies
22. Ensure the safety of students including, but not limited to, conducting emergency drills and cleaning of workspace
23. Meet state mandates for student engagement
24. Independently manage, lead, and facilitate a Montessori classroom consisting of a minimum of 28 students

Requirements

1. Possess a bachelor's degree from an accredited university
2. Possess a current, clear or preliminary, multiple or single subject, California teaching credential. Candidate with a preliminary credential will be required to participate in a teacher induction program after offer of employment is made.
3. Possess or will obtain Montessori training within first year of employment

Element Education is an Equal Employment Opportunity employer.

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