

Located on a beautiful 8-acre campus, The Montessori School of Winston-Salem serves students 18 months through 6th grade, with a 7th-9th grade Adolescent Program to begin in August 2018. With over 40 years of service to children and families, TMS is a school and employer of choice. We offer competitive compensation and an exceptional workplace environment committed to collaboration, community and professional growth. To learn more about our school, visit our website at www.wsMontessori.org.

Come join an enthusiastic team in a dynamic and collaborative work environment.

Current Employment Opportunities

Administrative & Communications Assistant (to begin January 3, 2018)

In this 12 month position, the Administrative & Communications Assistant reports directly to the Head of School, and is part of a close knit administrative team devoted to the long-term success of The Montessori School of Winston-Salem.

This position thus requires excellent written and oral communication skills and a high level of organization and time management skills. The ideal candidate will hold a minimum of a bachelor degree and possess knowledge and experience in communications, marketing or related fields. Candidates must be proficient with communication and information technology, including word processing, excel and document publication. Also a must, are strong interpersonal and collaboration skills, a commitment to Montessori education and ongoing professional growth.

All interested candidates should send a resume, along with references and letter of interest, to Jon Churn, Head of School, at JonathanChurn@wsMontessori.org

Upper Elementary Lead Guide

The Montessori School of Winston-Salem seeks an experienced Montessori Elementary certified guide to co-lead an Upper Elementary environment beginning August, 2018. The ideal candidate will be a seasoned professional with a strong understanding of Montessori Pedagogy for the second plane child. Also a must are excellent communication and interpersonal skills, and a willingness to partner with parents and collaborate with a dedicated educational team to provide a nurturing authentic Montessori program for students.

All interested candidates should send a resume, along with references and letter of interest, to Cheryl Raymond, Director of Elementary and Adolescent Programs, at CherylRaymond@wsMontessori.org

Montessori Adolescent Guide (to Lead Mathematics and Sciences)

The Montessori School of Winston-Salem seeks an experienced Montessori certified Adolescent guide to lead the mathematics and science instruction for its 7th – 9th grade Montessori Adolescent program beginning August, 2018. The ideal candidate will be a seasoned Montessori professional with a minimum of a Bachelor in mathematics, Science or related discipline. Candidates must possess excellent communication and interpersonal skills, and be willing to partner with parents and collaborate with a dedicated educational team to provide a nurturing authentic Montessori Adolescent program for students 12-15 years of age.

All interested candidates should send a resume, along with references and letter of interest, to Jon Churn, Head of School, at jonathanchurn@wsmontessori.org

Toddler Lead Guide

The Montessori School of Winston-Salem seeks an experienced Montessori Toddler certified guide to lead a full-day Toddler environment beginning August, 2018. The ideal candidate will be a seasoned professional with excellent communication and interpersonal skills, willing to partner with parents and collaborate with a dedicated educational team to provide a nurturing authentic Montessori program for students.

All interested candidates should send a resume, along with references and letter of interest, to Annamarie Edwards, at AnnamarieEdwards@wsMontessori.org

Substitutes

Quality substitutes provide an invaluable service to our program. Substituting is a wonderful introduction to our community and provides a good deal of flexibility, as you can set your own availability and have a variety of ages to work with. All substitutes are provided a training/orientation and ongoing professional support.

If you are interested in becoming a substitute please send your resume, along with references and a letter of interest, to Annamarie Edwards, Director of Toddler and Children's House Programs, AnnamarieEdwards@wsMontessori.org.