

Lower Elementary Montessori Assistant

Location: In-Person instruction @ Sterling Montessori Academy & Charter School – Morrisville, NC

Job Type: Full-Time

Hours: Monday-Friday, 8 a.m.-4 p.m.

Supervisor: Lead Teacher & Section Director

Start Date: August 2025

About Us:

Sterling Montessori Academy & Charter School is a collaborative and dynamic learning community dedicated to the Montessori philosophy and fostering a love for learning. We serve students from preschool through eighth grade, providing a nurturing environment that promotes academic excellence, independence, and social responsibility.

Position Overview:

We are seeking a dedicated and passionate **Lower Elementary Montessori Assistant** to support our Montessori Lead Teacher in a 6-9-year-old classroom. Under the general direction of the Executive Director and Section Director, the ideal candidate will be enthusiastic about Montessori education, enjoy working with children, and demonstrate strong communication and teamwork skills.

Responsibilities:

- All faculty/staff will adhere to the Sterling mission, vision, guiding principles, code of ethics, and standards of behavior as outlined in the Employee Policies and Procedures Handbook.
- Assist the Lead Teacher in creating and maintaining a prepared Montessori environment
- Support students in their daily activities, encouraging independence and self-discipline
- Reinforce lessons and classroom routines under the guidance of the Lead Teacher
- Provide individualized support to students as needed
- Maintain a respectful and inclusive classroom culture
- Supervise students during transitions, recess, and lunch
- Assist with classroom organization, materials preparation, and cleaning
- Communicate effectively with the Lead Teacher, students, and families
- Participate in staff meetings and professional development opportunities

Qualifications:

Required

- Experience working with children in an educational setting
- A willingness to learn about the Montessori philosophy

- Strong communication and collaboration skills
- Ability to maintain a calm, patient, and nurturing demeanor
- High school diploma required;
- Background check clearance

Preferred

- Associate's or Bachelor's degree
- Experience working in a Montessori school setting
- Experience supporting students in a structured learning environment

Why Join Us?

- Supportive and collaborative school community
- Opportunity for professional growth
- Competitive salary and benefits package
 - Dental Insurance
 - Flexible spending account
 - Health insurance
 - Life insurance
 - Retirement plan
 - Vision insurance
- Beautiful, well-equipped Montessori classrooms

We encourage you to apply if you are passionate about supporting children in a Montessori environment and eager to join a dedicated team.

How to Apply:

Please send your resume and cover letter outlining your experience and interest in the position to hr@sterlingmontessori.org with the subject line "**Lower Elementary Montessori Assistant Application.**"

We look forward to hearing from you!