SPRUCE PINE MONTESSORI SCHOOL

Lower Elementary Lead Teacher

Reports to: Head of School | Exempt | 10-month school calendar

About our school

Founded in 1972 in the Blue Ridge Mountains of Western North Carolina, Spruce Pine Montessori School serves about 70 children in Toddler, Primary, Lower Elementary, and Upper Elementary. Our welcoming staff and engaged families make a close-knit school community. Lower Elementary students also take part in community service, field trips, and an annual hike and campout.

The role

Lead a Lower Elementary Montessori classroom and guide children's academic, social, emotional, physical, and spiritual development. You will prepare an engaging environment, observe each child's growth, and help students build independence, confidence, and a sense of belonging.

Responsibilities

- Plan and deliver an elementary curriculum grounded in Montessori philosophy; prepare and maintain an organized, inviting classroom.
- Observe students, document progress, and adapt lessons and support to their individual needs and abilities.
- Promote children's safety and well-being; supervise in class, outdoors, and on field trips; lead fire and lockdown or shelter-in-place drills; and share rotating arrival and dismissal supervision.
- Guide classroom community and behavior with respectful communication, natural and logical consequences, and the Montessori peace process; lead indoor and outdoor games, yoga, or daily movement.
- Maintain attendance, progress notes, incidental notes, and an overview of class work; care for and organize classroom materials.
- Partner with families through two conferences each year and ongoing communication about student and school needs.
- Work with the elementary team to plan 6–8 Community Work Days each year, field trips, and other learning experiences; participate in staff meetings.
- Supervise the assistant teacher, volunteers, classroom contractors, and substitute teachers. Model professionalism, reliability, collaboration, flexibility, and accountability; follow school policies, report accidents or concerns, and support school projects and fundraising as needed.

Required qualifications

- Montessori Elementary certification from a MACTE-accredited institution. Acceptable credentials include those from AMI, AMS, and IMC.
- At least one year of experience working with children.
- Red Cross first aid and CPR training; a valid North Carolina driver's license; and completion of required background, medical, and TB screening.
- Strong communication, organization, judgment, and collaboration skills, including the ability to teach elementary language and math concepts and handle sensitive information with discretion.

Preferred

- Bachelor's degree in elementary education or a related field.

Work setting and physical requirements

This active role includes walking, standing, sitting on the floor, reaching, bending, kneeling, crouching, crawling, and occasional lifting or moving up to 50 pounds. Work may include wet, humid, cold, and outdoor conditions; classroom noise is usually moderate. Reasonable accommodations may be made to support the essential duties of the position.

Compensation and benefits

- Salary: $28,775–$40,987, based on education and experience.
- 10 paid time-off days and 6 paid holidays; 3 weeks of paid winter and spring breaks and 9 unpaid summer weeks on the 10-month calendar.
- 3% matching IRA contribution in the year following the year of employment; seasonal bonus; $2,000 annual Health Reimbursement Arrangement.
- Short-term disability and life insurance; employee-paid vision insurance; professional development funds upon request.
- 75% tuition reduction for one eligible child and before- and after-school care.

How to apply

Email your resume and cover letter to the Head of School at headofschool@sprucepinemontessori.org.