



Garden of Joy Montessori International School Job Posting

Position: Spanish/Chinese speaking Montessori Guide

Working Hours: 8am to 5pm, Monday to Friday

Address: 2052 Flintcrest Dr., San Jose, CA 95148

Are you interested in working in a home-based Montessori preschool where:

- **The founder** is a mature, well educated, and Montessori certified teacher who loves children and is devoted to providing quality early childhood education with her heart and soul,
- **The environment** is friendly, happy, loving, and nurturing not only for the young children but also for staff members,
- **The children** are being listened to with genuine interest no matter how trivial their questions might be,
- **You** can grow both personally and professionally, making differences in the precious little children's lives.

If the answer is yes, we would like to invite you to come and work with us!

Garden of Joy Montessori International School is a home-based preschool, dedicated to providing quality education to children aged from 2 to 6 years old.

Here is what we are offering:

1. A happy and nurturing environment where children are well loved and taken care of and teachers are held in high regards
2. Free lunch
3. Payment that is commensurate with your education and professional experience
4. Plenty of opportunities for professional development and growth

Here is what we ask from you:

1. You must love children and enjoy working with them,
2. You must be friendly, patient, flexible, and empathetic,
3. Have an associate degree or above, preferably in early childhood education,
4. Preferably being bilingual in English and Spanish/Chinese,
5. At least 2 years of experience working in early childhood education, preferably in a Montessori environment.

Job Description:

1. Guide and supervise children based on their developmental needs at all times.
2. Make lesson plans based on students' individual needs.
3. Provide individualized instruction to each student by promoting interactive learning.
4. Prepare the environment that meets the needs of the children.
5. Make materials to enrich the curriculum when needed.
6. Observe and record students' progress through Montessori Compass.
7. Preparing children's lunch and snacks.

8. Follow directions from the lead teacher and perform other tasks the school deems necessary.
9. Maintain a tidy, clean, and orderly classroom, playground, and school environment.
10. Plan and execute educational in-class and outdoor activities and events as needed.
11. Observe and understand students' behavior and psyche and report suspicions of neglect, abuse etc.
12. Develop and enrich professional skills and knowledge by attending seminars, workshops, conferences etc.

If you are interested, please send your resume or any questions to Ms. Sierra Tan at: sierrainmiis@gmail.com. For more information about our school, please visit our website: www.gardenofjoymontessori.org