



*A Children's Habitat*  
MONTESSORI SCHOOL

**A CHILDREN'S HABITAT MONTESSORI SCHOOL – education**  
*Assistant Guide in Toddler Classroom (part-time position)*

**Contact:** Amanda Lufkin  
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**Job Title:** Assistant Guide in Toddler classroom (8:30 AM –11:30 AM, Monday through Friday)

**School Description:** The longest running Montessori school in Indianapolis and a member of the American Montessori Society (AMS), A Children's Habitat serves children ages 18 months through 12 years. Our mission is, "Enriching Minds and Building Community, Guided by the Principles of Dr. Maria Montessori." Since its inception in 1972, A Children's Habitat has offered a unique curriculum and unparalleled experience—where teachers and families join together to create a passionate community that fuels and guides the school.

**Position Overview:** We are currently seeking an Assistant Guide to join our established Toddler program in August 2022. Academic term is 10 months, August – May.

**Duties/Responsibilities:**

- We seek a flexible, imaginative, and creative individual who can effectively plan and problem solve with a team
- Support Lead Guide in meeting student needs and establishing curriculum using knowledge of early childhood development
- Communicate effectively with students, parents, colleagues, and others
- The ability to understand and willingness to work with a range of learning styles

**Requirements/Qualifications:** Qualified candidates must have a love for children ages 18 months through 12 years of age, familiarity with and appreciation for the Montessori method, and a positive attitude. Being a flexible, team player is critical. Sense of humor welcomed!

**Education/Training:**

- Assistant training required upon hiring; paid for by ACH
- Degree in Early Childhood a plus
- Previous teaching or teaching assistant experience is a plus
- Knowledge of the Montessori method is a plus

**Compensation:** Starting salary is \$12,000, commensurate with experience

**Benefits:**

- Student tuition remission
- Employer-contributed SIMPLE IRA plan
- Annual paid personal and professional days