

## **Music Teacher**

*Montessori School of Flagstaff is seeking a Music Teacher for the 2023-2024 school year to work with our 1st - 8th grade students in multi-age groupings.*

*This position is part time with a fixed schedule in the afternoons, and includes time for planning and preparations.*

Located at nearly 7,000 feet in the mountain town of Flagstaff, Arizona, the Montessori School of Flagstaff has been serving the Flagstaff community in four campuses with private toddler / preschool and public charter K - 8th grade education since 1995. [www.flagmontessori.com](http://www.flagmontessori.com)

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**Terms of employment:** Part Time (15 - 20 hours / week) Monday-Friday schedule. 10-month contract, late July through May.

**Benefits:**

**Pay Range:** \$14,625 - \$18,469 (*Part time hours, 10 month contract*)

**Evaluation:** Performance for this position will be evaluated by Site Administration

### **Job Summary**

### **Required Qualifications**

*Current AZ IVP Fingerprint Clearance Card is required upon hire.*

#### **Education**

- High School Diploma or GED

#### **Experience/Skills**

- Communication, organizational, and interpersonal skills
- Demonstrate expertise in music education
- Demonstrated ability to educate diverse groups of children within a Montessori framework
- Dedication to professional learning

### **Preferred Qualifications**

#### **Education**

- Bachelor Degree in music and/or education
- AMI, AMS, NCME or other recognized Montessori certification at classroom age grouping: Lower Elementary and/or Upper Elementary

#### **Experience/Skills**

- At least 1 year experience as a Lead Teacher
- Experience Teaching Music

### **Essential Duties and Responsibilities**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily, as well as other duties assigned.

The requirements listed below are representative of the knowledge, skill, and/or ability required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### Instruction

- Assume full responsibility for fostering the total development of the children enrolled in alignment with the philosophy of Dr. Maria Montessori and the mission of the Montessori School of Flagstaff
- Plan and prepare engaging Music classes for children from 1st - 8th grade.
- Prepare students for performances for the school community and in collaboration with community partners.
- Teach music concepts, music appreciation & awareness, while adapting to and supporting varying ability levels with patience.
- Establish and maintain appropriate student behavior expectations during the Music class, including transition times, in harmony with our Montessori School values
- Ensure the safety and well-being of students
- Keep updated and accurate records of each child's progress
- Implement inclusive practices to ensure all children learn at high levels
- Know and teach Arizona State Academic Standards
- Administer state standardized testing as required
- Keep and maintain accurate attendance records
- Maintain all certifications and licensing as required by the School and any regulating agencies
- Ensure confidentiality of student records

#### Collaboration

- Collaborate with Lead Teachers, Special Education Teacher, and other support professionals
- Actively participate in all level, school, and organization staff meetings and learning opportunities
- Actively participate in family events

#### Communication

- Maintain ongoing dialog with families regarding student progress
- Foster an atmosphere of respect and harmony;emphasize communication, cooperation and global awareness
- Communicate with Site Director when support with students, families, and/or colleagues is needed

#### **Application Process**

To apply for this position send the following to [HR@flagmontessori.com](mailto:HR@flagmontessori.com):

- Cover letter

- Current resume
- Two letters of recommendation written in the past year