

## MONTESSORI PRE NURSERY LEAD TEACHER

Northfields is seeking to employ a Montessori Pre Nursery Lead Teacher for the next academic year.

This is an excellent opportunity for a dynamic and passionate person who is keen to be part of a new and exciting project. We are looking for a talented Montessori Lead Teacher (experienced qualified practitioner) who shares our values to join our friendly team and has the skills to guide and lead our experienced childcare practitioners and assistants.

The potential candidate will report to the Head of Nursery and Primary.

**Start Date:** August 2019

### MAIN DUTIES AND RESPONSIBILITIES

- Deliver rich learning opportunities and exceptional care that helps young children to develop
- Plan and provide teaching and learning experiences using the Montessori Method that enables children to progress and prepares them for school
- To be responsible for the day to day running of the Pre-Nursery
- Manage the practitioners and quality of childcare within the Pre-Nursery
- Ensuring stimulating and inspiring activities are provided for all the children under your care
- Excellent communication, organisational and interpersonal skills
- To coach, mentor and lead other practitioners to deliver high quality childcare and assist with the monitoring of staff performance within the Pre-Nursery
- To maintain effective and efficient working relationship with the Management and report information such as: staff attendance, parent complaints and requests, concerns regarding a child or staff member, child protection issues, health and safety
- To establish and maintain effective EY curriculum which includes assessment, planning and evaluation
- To implement and manage an effective parent feedback program, ensuring regular communication and interaction with parents
- To be responsible for establishing and maintaining a safe environment as per the local legislation pertaining to safety and health.
- To ensure that the pre nursery has suitable materials which enhance the environment and meet all children's needs to promote learning.

The successful candidate should possess the job specification as outlined below:

### EDUCATION

- Montessori Diploma Level 4 or Montessori Early Years Degree or equivalent

### EXPERIENCE

- At least 5 years post qualification experience within a private day nursery or Montessori setting
- At least two years in a supervisory role

## SKILLS

- Excellent ICT skills
- Communication skills
- Interpersonal skills
- Collaborative skills
- Creativity and presentation skills

## APPLICATION

Candidates are requested to submit the following documents:

- Covering letter addressing the position requirements (one side max)
- Current CV with passport size photo, not to exceed two pages
- A list of 2 professional referees with current contact details (position, phone number and e-mail address) not older than 5 years. This must include your current Head of School

Please send your application to [careers@northfieldsinternational.school](mailto:careers@northfieldsinternational.school) by the 31<sup>st</sup> March 2019.