



Job Description: Public Montessori Teacher Coach (Elementary) | 2023-2024 School Year

Role Summary: Support Elementary teachers in implementing a public Montessori program that is aligned with state standards and requirements, results in academic growth for all students, and fulfills the mission of Libertas School

Our School: Libertas School of Memphis was founded in 2015 as the first public charter Montessori school in Tennessee. Our mission is to be a school for human flourishing: cultivating minds, hands, and hearts for lives of wonder, work, and love. We offer students a rich, rigorous, and personalized education through the teaching and learning method of Dr. Maria Montessori, liberal arts and Core Knowledge, and the best practices of high-performing schools. We foster a culture of character and excellence. And we are an attachment village between school, families, and our community. Serving nearly 500 children from birth through fifth grade in multi-age classrooms, our proven model is recognized and lauded for academic success, student growth, proactive and restorative discipline practices, family engagement, and teacher satisfaction and retention.

Measures of success

- **Student progress** through standards-aligned Montessori and Core Knowledge curriculum
- **Student growth** on school metrics (e.g. phonics assessments, gradebook, NWEA MAP, TNReady, etc.)
- Observed **growth and development** of supported staff
- **Satisfaction** and feedback from classroom staff
- **Observations** by supervisor and/or peers
- Staff **retention**
- Accurate and timely tracking of and responding to **teacher and student data**
- Related indicators

Role Information

- Full-time position. This role roughly follows the school calendar. Approximately one additional week of year-end closeout and next-year preparation responsibilities is expected in the summer, to be scheduled with supervisor in advance.
- Reports to: Dean of Academics
- Supervises: Elementary lead and assistant teachers
- Key relationships: Instructional Team, Principal, Interventionists, Dean of Students and AV Team, school-wide support leaders, and Arete Residency staff

Key responsibilities

- Support Elementary (grades 1-5) classrooms in planning and implementing instruction and classroom environments that result in meeting academic goals. Take responsibility for **academic outcomes** of Lower Elementary classrooms, including but not limited to reading skills, homework completion, internal assessments, NWEA MAP, and TNReady

- Monitor, communicate, and make decisions based on **student and teacher data**
- Conduct weekly or bi-weekly **observations and debrief sessions** with each classroom. Identify and prioritize areas of need/opportunity. Support staff members in professional growth
- Play a key role on the **Instructional Team**, helping to monitor and revise our road map for elementary classrooms
- In coordination Dean of Academics, support the planning and implementation of Elementary and school-wide **Professional Development**
- Review and give feedback on weekly **lesson plans**. Support and/or co-plan when needed
- Monitor, support, and give feedback on other **schoolwide expectations**, e.g. family conferences, report cards, grace and courtesy, professionalism, etc.
- Coordinate **Faculty Evaluation and PD Goals process** for designated staff members
- Serve as a **model teacher** in classrooms as needed
- Track and respond to **teacher and student data** (lesson plan quality, timeliness, assessment results, etc.)
- Support organization, management, and procurement of **classroom materials**
- Model **grace & courtesy** and **striving for virtue**
- Other duties as assigned

Qualifications and traits

- Substantial effective teaching experience in Montessori classrooms and/or in public schools in underserved communities (candidates who have both types of experience are strongly preferred, but at least one type is required)
- Owner, strategic planner, problem solver, and communicator
- Effective experience in leading or training adults
- Knowledge of curriculum content, academic standards, and children's developmental needs
- Skills in instructional practices and classroom culture for student flourishing
- Commitment to Montessori and liberal arts
- Willingness to serve all children, regardless of background or needs, in an inclusive and supportive setting.
- Holds and supports high expectations for self, teachers, and students
- Strong interpersonal, verbal, and written communication skills
- Love of learning. Demonstrated commitment to ongoing growth and development
- Flexibility, initiative, and personal responsibility to work in fast-paced environment
- Fortitude for the challenges we will face
- Warm and firm demeanor
- Commitment to working collaboratively and with a growth mindset
- Gives and receives feedback in a spirit of craftsmanship
- Bachelor's degree and appropriate teacher credential