Come share your Montessori expertise with PCTE!

Our teacher education program is accepting applications for Instructional staff and we would like to invite you to apply.

This path to becoming an Instructor considers the individual’s professional development, experience teaching both in-class and to adults, shadowing in a PCTE course, and other aspects of preparedness. The process of preparing may take some time and we invite you to begin the process now so when an opportunity at PCTE becomes available, you will be ready.

Our courses are held in the summer and on 2 weekend seminars during the school year. We offer a beautiful environment, supportive staff, and a competitive pay rate.

**Instructor Qualifications:**

- Bachelor’s Degree
- Recognized Montessori Credential at level of Instruction
- 30 hours of continuing Professional development
- A minimum of 3 years teaching experience in a Montessori class, after receipt of credential
- Teaching experience with adults
- Current AMS membership
- Content knowledge of subject
- Grace and courtesy throughout presentation of information and materials
- A strong philosophical foundation of the Montessori Method
- A clear articulation of basic tenets, principles and application of method.
- Organizational skills
- Advanced computer literacy with ppt, word, google classroom, and online learning formats
- A pleasant demeanor of respect and support toward peers and adult learners
Instructor Responsibilities:

- Cooperates with Program Director on all levels of preparation, implementation and evaluation of course.
- Follow syllabi content, readings, presentations, projects and assignments.
- Shares in writing, an intent to change the course in any way or to distribute information not already included in syllabi.
- Organize and pace the daily schedule to match the requirements of syllabi
- Clearly explain each area of the syllabi; clarifying requirements and due dates
- Grade assignments and enter all info into Google classroom format.
- Collects and records attendance records.
- Check Google classroom on a consistent basis and stay timely on correspondence
- Use assessment tools to verify course competencies are being met.
- Tracks student progress through completion of course requirements
- Ask for and respond to feedback each day
- Submits a written request for all course materials (special items, copies, technical support, etc) a minimum of 30 days before the start date of course
- Immediately communicates any concerns relating to adult learners progress or behavior to the Level Coordinator or PCTE Director