



Job Title: On-Site Teacher Assistant (Temporary Position)
The GreenMount School
Baltimore, MD

What is a Teacher Assistant?

A Teacher Assistant is someone assigned to a specific pod — grades K-3, grades 4 & 5 or grades 6 - 8 — and works with teachers to assist in the management and logistics of the pod. Teacher Assistants may run small group activities, assist with on-line students, substitute teach, supervise lunch and recess and other duties as necessary. The main responsibility of the teaching assistant is to work with teachers to create a positive in-person experience and assist the students on-line. The teacher assistant will collaborate with teachers and administration to provide consistency and clarity in the delivery of the curriculum, assist the teleworking teachers and ensure the protocols of the GMS Community Agreement are followed.

Responsibilities Include:

- Must be physically present on campus
- Communicate effectively and professionally with other teachers and administrators.
- Oversee students outside of the classroom, including the hallways and outside spaces.
- Maintain and respect the confidentiality of student and school personnel information
- Follow all health and safety protocols set forth by the school
- Assist or seek assistance for students needing help (technology, etc.)

Qualifications:

- High School diploma required. Bachelor's degree preferred.
- Candidates should demonstrate a willingness to understand and incorporate the GMS school philosophy and core values into their work.
- Previous experience working or interacting with students in grades K-8 preferred.
- Ability to sit at a desk for prolonged periods.
- Ability to move from classroom to classroom and be outside for extended periods of time.

What Makes The GreenMount School (GMS) Different?

We are a community of educators who work together to provide a creative education for grades K through 8 – emphasizing multicultural, cooperative, and experiential learning, supported by strong family participation.

We are a community of parents who fully engage in a system of work-sharing, in-kind contribution and community building. The Parent CO-OP expands opportunities for family



involvement and provides a rich array of resources and services for the students and school. Each parent contractually agrees to a specified number of hours of service to the school per year.

We are a community of confident learners where children gain confidence in their abilities when given the space and time to learn and the encouragement to succeed. Students learn through a creative, multicultural, community-based, thematic curricula.

Application Process:

Complete the [application on the school website](#), send a letter of interest, resume and references (letters of recommendation or contact information for references) by email. Please email inquiries with the subject line, “Teacher Assistant” to:

Human Resources
The GreenMount School
hr@greenmountschool.org

Please visit our website at www.greenmountschool.org to learn more about our school and educational program.

The GreenMount School is an Equal Opportunity Employer and welcomes applications from qualified candidates regardless of age, race, color, sex/gender, national origin, citizenship status, religion, disability, sexual orientation, or any other protected status in accordance with the requirements of all federal, state, and local laws. Candidates from diverse backgrounds are encouraged to apply.