Substitute Classroom Assistant

The Montessori School of Beaverton (MSB) is a private non-profit Montessori school serving the Portland metro area. Established in 1978, we are located in the northwest hills on a beautifully wooded, 6-acre campus. MSB is home to a vibrant and successful community of dedicated staff and families invested in the education, development, and nurturing of our 170 children, ages 3 - 12 years.

MSB is seeking Substitute Classroom Assistants for the 2025-2026 school year. This position is based on the needs of the school to fill staff illness, vacations or other time off needs. Substitutes will support the lead teacher, as needed, in our Primary and Elementary classrooms. Responsibilities could include helping with classroom management, lunch and recess support, stocking classroom supplies, and more.

Ideal Candidate:

- Flexibility and responsiveness
- Reliable, capable, and able to follow directions to support the teacher and children
- Ability to support classroom routines in Primary and Elementary classrooms

Required:

- Bachelor's Degree
- Experience working with children

Preferred:

- Experience working with children in a school setting
- Knowledge of Montessori education

General Information::

- As needed, September 2, 2025 – June 10, 2026
- Typical hours 8:00am – 4:00pm, Monday – Friday; may vary to meet program needs
- Hourly rate; $20.54

To apply, email your cover letter and resume to employment@msb.org. No phone calls, please.

MSB is committed to equal employment opportunity for all persons without regard to race, color, religion, sex, national origin, marital or parental status, sexual orientation, gender identity, military or veteran status, pregnancy, age or physical or mental disability. or any other basis prohibited by local, state or federal law. In addition, MSB is committed to improving employment opportunities for and utilization of people who may have been denied equal opportunity in society at large.

Montessori School of Beaverton, 11065 NW Crystal Creek Lane Portland, OR 97229