



Library Media Specialist

Cambridge Montessori School seeks a part-time Library Media Specialist for the 2016-2017 school year. The Library Media Specialist will have dual roles in working with our community of learners: fostering a love of literature and familiarity with the function of the library, as well as creating an information literacy curriculum and collaborating with classroom teachers to integrate the use of technology throughout the school.

As such, the Library Media Specialist will:

- Provide programs and materials that promote a love of learning, access to many sources of information and meet the informational needs of the Cambridge Montessori community
- Be guided by an understanding of children's ability to assimilate and understand literature, information skills and information needs
- Provide literature, information programs and materials that represent the respect and value of differences
- Communicate the value of literacy and digital citizenship in preparing students with 21st century skills
- Provide a high quality program which continually updates information materials and is a leading example of information skills instruction
- Provide links to help children, parents and teachers work together to use literature and information to create highly literate students
- Nurture a sense of information competence among all community members that will enable them to be contributing members of the school community, as well the community beyond our walls

CMS has two separate libraries for Toddler/Primary (2-6 year olds) and Elementary/Middle School students (6-14 year olds). Using our automated catalogue system, the Library Media Specialist will be responsible for managing circulation and inventory of books and materials.

This is a part-time position, requiring 25 hours per week of instructional and prep time. Salary is competitive, based on background and experience. Benefits include health insurance, short and long-term disability insurance, a 403B retirement plan and paid personal and professional leave days.

We seek a flexible, imaginative, creative individual who can effectively plan and problem solve with a team. The ability to understand and willingness to work with a range of learning styles is key. While formal Montessori training is not required, an appreciation of Montessori philosophy is essential, as is the ability to work with children from ages two to fourteen. We expect our faculty to be involved and active in the school community. Confident, professional demeanor and a sense of humor are important characteristics. Candidates must be able to communicate effectively with students, parents, colleagues and others. Strong writing skills are a prerequisite. Above all, a strong respect for and love of children is essential to function effectively in this child-centered environment.

Qualifications

The ideal candidate will have experience with a variety of educational technology platforms, hold an advanced degree in Information/Library Science or a related area and be familiar with Montessori curriculum.

Contact

Candidates should send a cover letter, personal statement, and resume to:
Abigail Miller, Director of Elementary and Middle School Programs
employment@cambridgemontessori.org

About our school

At Cambridge Montessori School, we partner with our diverse community, using authentic Montessori principles, to reveal each child's innate love of learning and prepare our children to thrive in a complex world.

Cambridge Montessori School is a coeducational independent day school currently enrolling 220 students from toddlers through grade eight. In 2013, CMS celebrated 50 years serving Cambridge and surrounding towns. CMS is a dynamic, international community, which reflects the diverse culture and rich educational resources of the region and enrolls students from over 20 different countries. CMS is accredited by the American Montessori Society and the Association of Independent Schools in New England, and is a member of the National Association of Independent Schools, Montessori Schools of Massachusetts, and the International Montessori Council.

CMS is a non-sectarian institution and does not discriminate on the basis of race, gender, religion, national or cultural origin, sexual orientation, family style, political belief, or disability in the administration of its admissions, financial assistance, education or employment practices.