



Substitute Specialist

Childpeace Montessori School is seeking a Substitute Specialist to work 25 to 40 hours each week, providing support to our toddler through middle school programs, including early morning care and after school care. Typical working hours are Monday through Friday, between 7:30 a.m. and 6:00 p.m. during the school year. Summer work may also be available.

The Substitute Specialist will be strategically placed in our classrooms alongside regular staff members to provide staffing for sick calls, planned leaves, weekly meetings, and event childcare.

Our substitutes follow Montessori best practices while working collaboratively in a professional Montessori community. Our ideal candidate has childcare experience and is enthusiastic about learning and engaging in Montessori principles. Montessori information and guidance will be provided upon hire.

The wage range for a Montessori-trained and experienced substitutes is \$18.00 to \$25.00 per hour. For applicants without Montessori training and experience, but with experience working with children, the wage range begins at \$16.00 per hour. The position is hourly, non-exempt, and eligible for our full benefit package, including medical, dental, and vision insurance. Generous paid time off and support for professional development are provided to every member of the faculty and staff.

We ask that interested candidates submit a cover letter and resume through our employment page <https://childpeace.org/employment.html>

All offers of employment are contingent on obtaining a [Central Background Registry number through Oregon Department of Education, Early Learning Division](#) (this process can be initiated by anyone at any time and takes 3-4 weeks).

About Childpeace:

Our staff work with hundreds of toddlers through adolescents in their educational journey every year. Childpeace's classrooms offer a beautiful, vibrant environment in northwest Portland three blocks from the Willamette River near several urban parks, walking trails, and restaurants. Our school is located within several blocks of major bike and bus routes with many staff commuting by bike and bus. Childpeace supports our staff with a competitive salary structure and benefits package, a program rooted in AMI standards, a commitment to professional development, beautiful and well equipped classroom environments, strong administrative support, and a dynamic working community of Montessori professionals.

Childpeace values responsibility, educational excellence, love of learning, sustainability, and equity as important characteristics of our learning community. We strongly encourage applications from candidates with diverse backgrounds, particularly those from historically underrepresented groups, whose personal and professional experiences will help us work toward our vision to shape the future of our world through the cultivation of inquisitive minds and socially responsible young citizens.

Childpeace Montessori School does not discriminate on the basis of race, color, national or ethnic origin, sexual orientation, gender identity, religion, physical or mental ability, or any other status protected under local, state or federal laws in the admission of otherwise qualified students or in the administration of its educational policies or programs, hiring, or employment practices.