The Role of the Montessori Guide

Prepare and Maintain the Environment

Physical arrangement of the room
Choose classroom décor
Acquire materials (help with ordering, making materials, etc.)
Display materials in a beautiful, orderly, and sequential manner
Evaluate and change the environment and materials to meet the needs of children
Maintain cleanliness and order
Clarify ground rules and discuss them with teaching team
Plan group and individual lessons, special projects, and events

Be a Constant Observer

Engage in both formal and informal observation of each child
Observe both learning and social activities
Keep records of observations
Use insights from observations to help guide children
Observe for changes needed in the environment
Observe yourself so to avoid being an obstacle in the child’s development

Link the Child to the Environment

Give lessons – give more lessons, and still more lessons.
Observe children so that one will know what lessons to give
Keep records of lessons given, children’s work choices, reactions to work, and their progress
Use records and observations to make individual plans for guiding each child and supporting their learning process
Demonstrate lessons with joy and passion – make them fun and fascinating
Keep looking for the hook that will entice a child to work
Involve the children in maintaining the environment

Be a role model

Model grace and courtesy – kindness and respect
Model ground rules and procedures (if it is a rule for the children it is a rule for the adults)
Model order and care of the materials and environment
Model love of the work (sometimes do activities by yourself just for fun)

**Communicator**

Communicate warmth, respect, and sincere regard for every child
Communicate expectations, ground rules and procedures to the children
Share interests, ideas, information, and ask questions
Guide and facilitate class meetings and discussions
Guide and supervise all support staff and specialty teachers who interact with the class
Communicate to parents class procedures, expectations, interesting events, and general information
Communicate to parents often about their child’s goals, progress in all areas, and class citizenship
Communicate with fellow faculty members and administration
Be an ambassador for your school and Montessori in your community

**Peacemaker/ Tone Keeper**

Create a culture of kindness and respect – Hold children accountable for this
Be clear, consistent, yet flexible with ground rules
Maintain an environment conducive for concentration, individual and cooperative learning
Facilitate conflict resolution
Encourage tolerance
Celebrate diversity
Teach silence and reflective practices

**Prepare Yourself**

Embrace the life long task of personal and professional development
Continue to learn about child development, Montessori, and best practices
Establish a method for daily regrouping before children arrive or before you enter the class
Take time in class daily to observe and reflect
Practice short daily reflection to review events and interactions at school
Regularly engage in longer reflective practices to better understand yourself
Regularly engage in renewal practices for the body, mind, and spirit