



PLACEMENT OFFER

EMPLOYER INFORMATION	
Name of the Organization	Morningside Montessori Elementary Private School
Address	Makedonias 90, Latsia, Nicosia
Postal Code	2238
City	Nicosia , Cyprus
Telephone	00357-22317136
Website	http://www.morningsidemontessori.com.cy/en/home https://www.facebook.com/MorningsideCyprus/
Morningside at a Glance	<p>Morningside Montessori is the first elementary in Cyprus to follow the Montessori Method, as well as the first trilingual (English, Greek and Turkish) school on the island, that started operation in September 2017.</p> <p>Our learning environment, which is not bound within the classroom, is hands-on and child-directed. We aim to educate the whole child through a comprehensive Montessori education that cultivates outdoor learning, self-directed action, flexible thinking, creativity, and non-standardized models of problem-solving.</p> <p>We believe that we must embrace each other with empathy, in order to promote a culture of peace and understanding. It is for this reason that it is imperative to learn and understand each other's language. In order to bring the two larger communities of the island of Cyprus together, both Greek and Turkish are taught to students. The main language of instruction is English.</p>

CONTACT DETAILS	
Contact Person (s)	Ms. Evi Eftychiou
Title	School Founder
Direct Email Address	Evi@morningsidecyprus.com
Contact Person (s)	Mr. Charl Du Toit
Title	Head of School
Direct Email Address	headteacher@morningsidecyprus.com

PLACEMENT INFORMATION	
Description of Activities	<p>The educational and administrative assistantship includes the following responsibilities:</p> <ul style="list-style-type: none"> - Organize, coordinate and participate in the educational activities (indoors and outdoors) - Assist in the preparation of educational material - Assist in tasks related with the daily operation of the school (i.e. supervise children during work cycle, invigilation during break time printing and laminating, Montessori educational material, etc) - Assist in setting up and maintaining the Montessori school environment - Assistance in daily administrative tasks at the school - Maintain and update school archives - Assist in fundraising activities, festivals and events to be organized by the school
Skills and Personal Qualities	<ul style="list-style-type: none"> -creative flair - strong organizational skills -originality -strong computer skills -confidence, to present and explain ideas -the ability to balance work on several projects at a time -flexibility
Duration	Minimum 3 months – max 12 months
Working Hours	Approximately 30-40 Hours per week
Help with finding Accommodation	YES (we can provide a list with possible flats or rooms for rent)

REQUIREMENTS		
Excellent English language skills	Candidates must be fluent in English. Knowledge of Greek or Turkish will be considered an asset.	
Eligible to apply	Graduates OR Students with Bachelor degree in: <ul style="list-style-type: none"> - Education - English Language and Literature - Social sciences and Humanities - Sciences, Geography, etc. 	
Required Documents	-CV -Motivational Letter /email	- Proof of your English Language knowledge -Copy of your Bachelor (if any) or any other Diploma
<p><i>Please submit your application at the following link the latest by 31/5/2026:</i> <u>https://forms.gle/zmBNuxCoVfWod8Kx7</u></p>		