



MONTESSORI MAKERS MATCHHUB  
Where Guides & Schools Find Their Match

## Montessori Matchhub Résumé Guide

Creating clarity, alignment, and opportunity for Montessori educators.

1. Choose a clean, ATS-friendly format.  
Avoid heavy graphics or decorative formatting. Use a clear structure:  
Contact Info → Summary → Skills → Certifications → Experience → Education  
Use standard fonts, simple spacing, and save as a PDF unless otherwise requested.
  
2. Start with a Montessori-aligned summary.  
Write 2–4 sentences capturing your Montessori identity, including:
  - Age level(s) you support
  - Credential (AMI, AMS, or other)
  - Years of experience
  - Key strengths such as observation, prepared environment work, SEL leadership, DEIB grounding, cosmic curriculum, collaboration, or family partnership
  
3. Highlight Montessori credentials clearly.  
List credentials in their own section, including:
  - AMI/AMS diploma and age level
  - State licensing or required ECE units
  - CPR/First Aid
  - Relevant professional development related to DEIB, SEL, neurodiversity, trauma-responsiveness, language development, or nature-based education
  
4. Use skills that reflect modern Montessori practice.  
Montessori: observation, prepared environment, materials by area, cosmic education  
Professional: collaboration, communication, documentation, family partnership  
DEIB: anti-bias lens, cultural responsiveness, trauma-informed practice  
SEL: conflict resolution, community circles, emotional literacy  
Technology: digital portfolios, communication platforms, classroom tools



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5. Write impact-oriented bullet points.

Avoid “responsible for...” and generic task lists. Use verbs that show impact and outcomes, such as:

- Guided 18 children through 3-hour work cycles, increasing independence
- Designed SEL routines that reduced peer conflict
- Created work plans strengthening student executive function
- Developed rotating materials that improved engagement
- Facilitated restorative circles that improved community accountability

6. Keep length consistent with experience.

- New educators or assistants: 1 page
- Experienced guides (8+ years): 1–2 pages max

7. Tailor to age level.

Match your résumé to the developmental stage:

Primary (3–6): Practical Life, Sensorial, early literacy, grace & courtesy

Lower Elementary (6–9): math/language sequencing, cosmic storytelling

Upper Elementary (9–12): research, project work, leadership and community roles

Infant/Toddler (0–3): care routines, movement, language modeling, respectful caregiving

8. Reflect Montessori tone.

Use warm, clear, student-centered, grounded language. Avoid jargon, clichés, and overly corporate phrasing.

9. Add optional sections when relevant.

Languages • DEIB training • Additional certifications • Nature education experience • Portfolio link • Professional memberships

10. Proofread with care.

Résumés should reflect Montessori values of order, precision, and beauty.

Review spacing, alignment, tense consistency, and clarity.