



Position Title:	Reading Specialist
Position Status:	Full-time, 10 months
FLSA Classification:	Exempt
Reports To:	Head of Lower School

Position Purpose:

The Lower School for Boys Reading Specialist supports the Head of Lower School, faculty, and students to ensure that we are living our mission and values on a daily basis through the following:

I. Leadership Responsibilities:

- A. Collaborates effectively with multiple constituencies throughout the school community
- B. Looks for patterns in divisional needs and works to solve them strategically
- C. Oversees student remediation plans and monitors efficacy of interventions
- D. Supports Admissions Director to enroll mission-appropriate students

II. Student Support:

- A. Works with homeroom teachers, the Lower School Psychologist, and the Head of Lower School to identify students in need of support and develop appropriate support plans
- B. Oversees the delivery of a variety of benchmark and progress monitoring assessments
- C. Administers additional assessments as necessary
- D. Coordinates School's communication with outside tutors as appropriate

III. Student Instruction:

- A. Push-in instruction
 - a. Supports homeroom teachers with the implementation and continued revision of Readers Workshop
 - b. Supports individual students or small groups of students within the classroom
- B. Pull-out instruction
 - a. Works with small groups or individual students in the areas of decoding, fluency, vocabulary, and comprehension, and writing

IV. Parent Support:

- A. Builds trusting relationships with families that support the School's missions and values
- B. Is a supportive resource for families

V. Any Other Duties Assigned by Head of Lower School

Preferred Qualifications:

- Master's Degree in Reading Instruction in a program based on the findings of the National Reading Panel
- A minimum of three years of working with elementary-aged students
- Continued engagement in professional learning experiences through conferences, presentations, and/or workshops
- Certified in or in the certification process with Wilson or Orton-Gillingham Instruction
- A knowledge of best practices for intervention in reading and writing
- Proficient with GSuite

Physical Requirements and Work Environment:

- Be able to occasionally lift up to 30 lbs
- Regularly use close and distance vision
- Frequently stand and talk or hear and sometimes walk and sit
- Turn, bend, reach, and occasionally climb
- Work in a traditional climate-controlled classroom environment with moderate noise level

Application Procedures:

Interested candidates, please **e-mail** a cover letter, resume, statement of education philosophy, and contact information for three references to careers@sch.org.

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