



# Friends' Central School

## Friends' Central School Overview

Friends' Central School is an independent, coeducational Quaker day school founded in 1845 and serving approximately 800 students in Nursery through grade 12. Located in the Philadelphia suburbs, the School has two campuses. The Middle & Upper Schools are located just outside of West Philadelphia in Wynnewood, and the Lower School is on our Old Gulph Road campus in the heart of Wynnewood.

The exceptional faculty at Friends' Central offers a curriculum that cultivates the intellectual, spiritual, and ethical growth of our students. Our pedagogy is grounded in continuing revelation, reflection, integrity, and a willingness to accept responsibility. From Nursery to grade 12, our students participate in a process designed to foster creative, critical, and flexible thinking, along with compassion. As they transform from playful children to skilled, self-possessed teenagers, they are always intellectually curious and engaged thinkers. Friends' Central prepares graduates to succeed in college and in life..

## Upper School Learning Specialist

Friends' Central School seeks a full-time Upper School Learning Specialist beginning in late August 2022. The ideal candidate will have significant experience working with students and, as part of a teaching team, be warm, nurturing, creative, adaptable, and have a passion for working with adolescents. This 10-month position reports to the Director of Student Support Services and the Upper School principal. The Learning Specialist meets regularly with Upper School administrators and is part of a school-wide student support team that includes learning specialists, clinical counselors, nurses, personnel from the MCIU, and counseling interns. This individual also works closely with teaching faculty and grade deans. The Learning Specialist primarily supports Upper School students with executive functioning supports, provides individual instructional support as appropriate, and serves as a resource for students, faculty, and families.

## Primary Responsibilities

- Coach students with executive functioning challenges in strategies toward academic success
- Provide direct instruction (including small groups) to students identified in partnership with classroom teachers

- Maintain clear communication and sufficient documentation related to student learning support and progress (attendance, caregiver communication, collaboration with colleagues)
- Establish relationships with and communicate regularly with specialist professionals in the greater Philadelphia area in order to better understand and support students with diverse learning profiles
- Have an ability to review and interpret data – including but not limited to standardized test scores – to determine school wide and individual student trends and concerns
- Assess and analyze student strengths and needs in order to recommend appropriate instruction to facilitate learning and growth (includes writing assessment reports)
- Participate in Student Support Team meetings, collaborating to ensure continued attention to the changing needs of individual students and accountability in use of effective strategies
- Attend Upper School faculty meetings, in-service, and trainings
- Read, interpret psychological reports, and maintain and update student records (Educational Plans)
- Assist with professional development and trainings for faculty by providing them with the additional support needed to implement various instructional programs and practices
- Assist with the coordination and proctoring of College Board and ACT testing for students with accommodations (requires 4-6 pre-determined weekend mornings throughout the academic year)

### **Qualifications**

- Master's degree or higher in related fields (Education, Reading, Literacy, Counseling, Social Work, Special Education, Educational Therapy)
- 2-4 years' experience working full-time with students in grades 6-12
- Knowledge of secondary curriculum, including the essential information, concepts, and skills taught at each grade level
- Familiarity with interpreting both individual and group administered standardized tests
- Excellent verbal and written communication skills
- Background in teacher consultation, classroom collaboration, and/or instructional coaching

### **Preferred Qualifications**

- Reading Specialist certification from PDE
- Certified Academic Language Practitioner (CALP)
- Experience/familiarity with MBE (Mind, Brain and Education) or applied educational neuroscience
- Familiarity with Orton-Gillingham Approach

Interested candidates should send a resume, cover letter, including salary requirements, and three references to [careers@friendscentral.org](mailto:careers@friendscentral.org).

*Currently, Friends' Central requires COVID-19 vaccines for all faculty, staff, and students. There will be limited exemptions for medical or religious reasons.*

*Friends' Central School seeks candidates with a commitment to fostering an inclusive learning community, who will address issues of diversity, as well as enhance the Philosophy of Inclusivity and Awareness articulated in our [Diversity Statement](#).*