



Position Title:	Reading Specialist - Horizons at SCH
Position Status:	Part-time, ½ day, from June 26-August 4, 2023
FLSA Classification:	Exempt
Reports To:	Horizons at SCH Site Director

Position Purpose

The Reading Specialist oversees the Horizons program's reading instruction and remediation aspects. The Reading Specialist participates in developing a summer reading plan and is responsible for implementing its goals and objectives in keeping with our strategic goals and Horizons National's requirements. We expect Horizons summer staff members to return to the program for more than one summer as we continue to work together, support our students, and build the program and the community.

Essential Functions

- Assists Site Director as needed with Staff Training regarding Literacy and all testing procedures.
- Assists Lead Teacher in selecting and ordering reading materials pre-program.
- Coordinates and administers standardized pre- and post-assessments (STAR Early Literacy Reading, 2-8 and Math, 3-8).
- Assists Horizons teachers with reading materials for each classroom.
- Utilizes assessment data to determine appropriate student groupings, coordinated with grade-level teachers, and which students will receive supplemental reading assistance.
- Creates and coordinates schedules for all Literacy services and instruction in coordination with Site Director, staff, and volunteers.
- Distributes assessment data/related groupings to Horizons teachers to assist with classroom assignments.
- Models literacy instruction in classrooms (in total group direct instruction and small group settings).
- Works with students in small groups reading below grade level or needing additional services.
- Evaluates assessment data after the summer program and assist the Program or Academic Coordinator in providing the results to parents and the public schools from which the children come to Horizons.
- Submits all required Horizons National documents and post-summer assessments results as needed.
- Takes part in a post-program "debrief" with Director and others, as required, to help shape the evolving program in a positive manner.
- Participates as required in all Horizons National Reading Specialist training and Spring training and professional development meetings leading up to the start of the summer program.
- Participates in approximately four Summer Program planning meetings and professional development sessions leading up to the program's start.
- Fulfills any other tasks or duties as requested or assigned by the Site Director.

Qualifications

- Bachelor's degree in education or related field.
- Reading Specialist credential.
- Commitment to Horizons' mission and a belief in its effectiveness in helping students reach their full potential.
- Passion, enthusiasm, and energy for working with young children.
- Willingness, ability, and desire to work collaboratively as a team member.
- Ability and desire to engage students in active learning through non-traditional, hands-on, project-based methods.
- Ability to acknowledge racial disparities in educational opportunities and how they adversely affect children of color in under-served communities.
- Commitment to a welcoming, inclusive learning environment for all students.
- Outstanding interpersonal, organizational, and communication skills, including relative comfort integrating technology for record-keeping and communication.

Physical Requirements and Work Environment

- Must be able to work effectively in a fast-moving environment where unexpected student issues and varying challenges compete for one's attention.
- Must be able to work actively around the classroom for extended periods.
- Must be able to work both in a traditional climate-controlled environment and also work outdoors, utilizing the natural surroundings for outdoor education and experiences.
- Be able to lift up to 30 lbs occasionally.

- Regularly use close and distance vision.
- Frequently stand and talk or hear and sometimes walk and sit.
- Turn, bend, reach, and occasionally climb.

Application Procedure

Interested candidates, please email a cover letter, resume, and contact information for three references to Attn: Kenyatta Patterson to careers@sch.org.

Springside Chestnut Hill Academy is an Equal Opportunity Employer.



Horizons at SCH Organization Background

Springside Chestnut Hill Academy (SCH) is an independent preK- 12 school in Northwest Philadelphia serving over 1100 students from over 100 zip codes. Horizons at SCH, established in 2021, is an affiliate of Horizons National, established in 1967. Horizons seek to advance educational equity by building long-term partnerships with students, families, communities, and schools to create experiences outside of school that inspire the joy of learning. Horizons at SCH partners with the School District of Philadelphia's Henry Houston School and Eleanor C. Emlen, offering a summer program to address both schools' achievement and opportunity gaps.

At the core of the Horizons program is an exemplary six-week summer academic program that supports a cohort of students in reading, writing, math, and science, paired with field trips, sports, and enrichment activities in the performing and visual arts. Swimming lessons are an important component of the Horizons program and will also be offered. After summer, the Horizons at SCH program also includes a year-round component featuring family events, enrichment activities, and regular visits to and communication with students' schools and teachers.

Horizons at SCH will launch its third season of programming in the summer of 2023 with one class of 15 *new* Kindergarten students and one class of *returning* 1st and 2nd-grade students. A new class will continue to be added each summer until the program includes K-8th grades. The student/teacher ratio at Horizons SCH will be approximately 5:1. **For more information about Horizons at SCH, please visit <https://www.sch.org/horizons>.**