Seacrest Country Day School, a PS-12th grade independent, college preparatory school in Naples, Florida, is seeking an experienced Literacy Coordinator for the Lower School. The ideal candidate will have advanced knowledge of the science of reading, writing and literacy development and demonstrated commitment to using learner-centered pedagogy, an inquiry-based curriculum, and alternative assessments.

Seacrest retains and recruits dynamic educators who value collaboration and partnerships, seek new, mission-appropriate methodologies, and love working with children.

Founded in 1983, Seacrest provides a safe, student-centered environment to educate a diverse community of students to become lifelong learners who pursue academic and personal excellence, physical well-being, creative achievement, and a commitment to social responsibility.

**Our Mission:** Seacrest Country Day School is committed to fueling intellectual engagement, teaching ownership of the educational experience, cultivating quality of character, and inspiring students to lead lives of significance.

**Essential Duties and Responsibilities**

- Support teachers in implementing mission-appropriate, systematic, and engaging literacy instruction through collaborative lesson planning, modeling, co-teaching, and conferencing
- Model innovative teaching methodologies and research-based, effective instructional practices
- Enhance and refine literacy instruction and intervention
- Provide individual diagnostic screening to improve approaches for classroom instruction
- Provide assessment support to literacy educators
- Analyze data regarding student reading, writing, and word study and plan for instructional needs based on results
- Provide professional development and in-service training for school staff by modeling and coaching in the area of literacy instruction
- Assist teachers in reflecting on and analyzing their practice and reviewing student work to inform instruction and enhance student achievement
- Provide targeted instructional coaching
- Generate literacy curriculum documents for the lower school community
- Assist teachers in organizing and selecting supplemental resources for intervention and enrichment instruction
- Support extracurricular community events and activities
- Support teachers with the effective integration of digital applications, tools, strategies, and classroom-related technologies to support students in their literacy learning
Serve as a resource to literacy educators

Common Qualification Requirements:

- A Master's or advanced degree (preferred) or a Bachelor's degree with a solid academic track record and demonstrated career interest in education.
- 5+ years of elementary classroom experience
- Reading endorsement or license preferred
- Deep knowledge of the science of reading, writing, and literacy development
- Outstanding presentation and facilitation skills
- Interpersonal skills (communication, problem-solving, conflict management, collaboration) to share research-based instructional approaches with teachers and administrators and provide advice, mentoring, and coaching
- Strong organizational skills

Compensation and Benefits

This full-time instructional position will start on August 1, 2024, for the 2024-25 academic year. Full-time employees are eligible for our competitive benefits package, which includes medical, dental, vision, disability, AD&D, and life insurance. All employees are eligible to participate in Seacrest’s 403(b) retirement program, Aflac, Legal Shield, and Teladoc.

- Seacrest Country Day School is an equal-opportunity employer.
- Fingerprinting and background checks are a required part of the Seacrest employment eligibility process.

To apply for this position, please send your resume and cover letter to academicteam@seacrest.org.