



ARCHBISHOP RIORDAN HIGH SCHOOL

175 FRIDA KAHLO WAY, SAN FRANCISCO, CA 94112

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About Archbishop Riordan High School

Archbishop Riordan High School is an urban Catholic high school, owned by the Roman Catholic Archdiocese of San Francisco and conducted by the Society of Mary, the Marianists, who are assisted by lay men and women. ARHS prepares young men and women of San Francisco, the surrounding communities and various countries from around the world for leadership through its inclusive college preparatory curriculum. ARHS fosters development in faith, character, academics, the arts and athletics, in a diverse and inclusive family environment.

Resource Specialist Program

The Resource Specialist Program at Riordan serves approximately 160 students with documented learning differences in a college prep curriculum. The program is divided into three tiers that offer varying levels of support to students. More information about the RSP can be found [here](#).

Resource Specialist Program Coordinator

We are looking for a dynamic individual to serve an integral role in our program. The RSP Coordinator oversees all RSP students in a grade level, and also works directly with the RSP Director and other RSP Coordinators on all aspects of the Resource Specialist Program including:

- Managing a caseload of between 30-40 students
 - Meet with families, create goals for students, implement interventions and provide support to assist students in reaching those goals
 - Coordinate with instructors on student goals and in-class accommodations
- Creating and implementing grade level curriculum for RSP study skills course
- Serving as the lead teacher for RSP Tutorial classes
- Managing RSP aides during RSP Tutorial classes
- Collaborating with other RSP coordinators on RSP policies and department initiatives
- Understanding and implementing the missions of Archbishop Riordan High School and the RSP
- Attend faculty, department and professional development meetings as scheduled

Qualifications

- Bachelor's degree
- Credential/Masters or working towards a credential/masters in special education
- Extensive experience working with students with learning differences
- Comfort with high school math (Algebra, Geometry, Algebra 2) is a plus

Time and Compensation

\$84,672 annually. This is a full-time position, with approximate hours of 7:45 am - 3:15 pm.

To apply, please email your Cover Letter and Resume to:

Stephanie Lundin, Director of RSP
slundin@riordanhs.org

The Archdiocese of San Francisco adheres to the following policy: "All employees of the Archdiocese of San Francisco and Department of Catholic Schools shall be employed without regard to race, color, sex, ethnic or national origin and will consider for employment, qualified applicants with criminal histories." (Administrative Handbook #4111.4)