



Job Description

Learning Support Teacher, grades 7-8

Reports to: Director of Learning Support	Work Schedule: Monday – Friday; 7:30 am – 3:30 pm	Positions Supervised: N/A
Job Status: Full time	FLSA Status: Exempt	Date Revised: February 2020

POSITION SUMMARY:

The ML Learning Support Teacher provides direct learning support and instruction with the goal of helping to advance student skills in their core academic subjects and with executive functioning skills (organization, time management, advocacy, and study strategies). Working with 7th and 8th grade students in small groups or as an additional classroom teacher (push-in), the Learning Support Teacher helps students develop skills and learn compensatory strategies. Close collaboration and consultation with classroom teachers is required. The Learning Support Teacher also impacts the advancement of learning and performance indirectly through consultation with teachers and through sharing their expertise and unique perspective with faculty and parents.

PRINCIPAL RESPONSIBILITIES:

- Teach a 7th and an 8th grade Academic Support and Organization (ASO) elective class focused on skill and strategy development for struggling students with documented learning disabilities.
- Serve as an additional teacher in classrooms (push-in) to support academic skill development in core academic subjects (math, language arts, social studies, and science)
- for all students. Take initiative and foster collaborative relationships with teachers in an effort to support student learning.
- Consult/collaborate with teachers on ways to craft classroom instruction, assessments, and projects to accommodate different learning needs. Be a resource for teachers in ways to promote executive functioning skills in the classroom.
- Assist during 7th/8th grade Tutorial by working with students individually or in small groups with a specific focus on skill development and review of content (academic skills, executive functioning skills, and/or study strategies).
- Be available by appointment during lunch and before/after school to students who desire or require additional support, on an as-needed basis.
- Be able to identify struggling students and create a plan for support
- Develop a bird's eye view of the class/grade and any common needs that are observable; share those observations with the grade level team and administration; provide suggestions to address those needs.
- Develop and lead periodic topic-specific group sessions or review sessions before school, after school, and/or during lunch as needed. Topics might include such as conducting research, taking notes from a text, reading comprehension strategies, implementing study strategies, and strengthening executive functioning.
- Communicate effectively when writing progress reports for elective classes.
- Participate as an active member of the 7th and 8th grade level teams and the Learning Support Department.
- Lead periodic parent education and staff development programs
- Prioritize their time and be flexible in identifying and responding to identified needs
- Maintain effective communication with parents and faculty.

Education: <ul style="list-style-type: none"> Advanced degree in Special Education or related field, required 	Experience: <ul style="list-style-type: none"> Minimum of five years of experience in the classroom or with small group instruction of students who struggle with learning and/or performance Middle school experience preferred Private school experience preferred
Competencies: <ul style="list-style-type: none"> Strong knowledge of current best practices in literacy and math instruction Knowledge of executive functioning and the ability to support the development of these skills in students and in the classroom Identification and remediation of learning differences and related accommodations and curriculum design is essential Computer literate Effective communication skills with students, colleagues, and parents Ability to collaborate with parents, students, teachers, and other professionals. Strong organizational and problem-solving skills Flexibility and ability to prioritize tasks Ability to take initiative 	Specialized Skills and Knowledge: <ul style="list-style-type: none"> A full range of knowledge in math and literacy is required Ability to differentiate instruction based on student needs and learning profile Familiarity with assistive technology
