

Lesley Ellis School
seeks
Literacy/Learning Specialist (Preschool – Grade 4)
Part-time 30 hours

(Start date: August 27, 2021)

Lesley Ellis, an independent school preschool-grade 8, seeks experienced learning and literacy specialist candidates who are adept at supporting faculty and students regarding student learning progression and working closely with faculty in all areas of literacy development. Candidates should also have a strong commitment to an anti-bias approach. We are looking for an individual who will bring expertise and enthusiasm to the position and have the desire to work closely with colleagues to ensure an enriching and engaging school experience.

Lesley Ellis plans to have all students on campus full time for the 2021-2022 school year.

Responsibilities: Learning Specialist

1. Consult with teachers, the school counselor and the program director regarding the social, emotional, and learning development of students.
2. Monitor and assess students' individual progress, determine the need for further evaluation and/or support services, and make referrals, as needed.
3. Monitor progress of students on IEPs and attend meetings.
4. Coordinate communication between school and academic specialists working with individual students.
5. Assist teachers to incorporate recommendations from outside evaluations into the classroom.
6. Meet with parents, as needed, regarding the social, emotional, and learning development of students.
7. Assist Director of Admission in evaluation of prospective students.

Responsibilities: Literacy

1. Provide small group literacy instruction to students in grades K-4, as needed
2. Oversee literacy curriculum and assessment for elementary grades, and administer reading assessments to students regularly.
3. Maintain reading group library and purchase guided reading books.
4. Provide Preschool—Grade 4 teachers with literacy curriculum support and professional development.
5. Provide consultation to teachers when writing progress reports.

Qualifications

M.A. in Elementary Education or Reading, preferred
Orton Gillingham training or Wilson Reading certification, preferred
Minimum of 3-5 years teaching experience
Demonstrated expertise in literacy curriculum implementation.
Commitment to anti-bias curriculum and professional development

School year position. Competitive salary and benefits.

Interested candidates should send a cover letter, resume, and three references to:

Deanne Benson, Head of School

jobs@lesleyellis.org

Lesley Ellis School is an equal opportunity employer.
www.lesleyellis.org

