

Job Title: Learning Services Teacher
Position Type: Part-time
Reports to: Divisional Director

MISSION

The Epiphany School of Global Studies, anchored in the Judeo-Christian commandment to Love God and Your Neighbor as Yourself, is a comprehensive college-preparatory and globally-focused school where dynamic and innovative learning is stretched beyond the classroom walls, emphasizing the knowledge, skills, creativity, adaptability, curiosity, and international experiences students will need to flourish in an increasingly globalized 21st century—and accessible to students regardless of economic circumstance.

RESPONSIBILITIES

- Provide one on one and small-group academic support for students with learning differences.
- Plan and research activities and resources that are easily adapted to students' learning profiles and educational requirements.
- Collaborate with teachers, occupational therapists, speech-language pathologists, psychologists, and parents to help children meet learning goals.
- Discuss and plan accommodations with the Coordinator of Learning Services and teachers.
- Attend accommodation conferences as needed for K-12 families and students.
- Continually monitor the progress of students with accommodations and evaluate with parents at least quarterly.
- Conduct student observations and collect data for referrals.
- Help proctor exams and provide testing accommodations.
- Monitor use of assistive technology and instructional materials needed by students and tutors.
- Promote communication between tutors and teachers regarding action plans for students and progress on plans.

EDUCATION & EXPERIENCE

- Required: Bachelor's degree or higher from an accredited institution.
- Preferred: 3-5 years of experience working with special populations (Special Education or students with learning differences).
- Preferred: Orton-Gillingham Reading Experience or Literacy Equivalent.
- Possesses relevant teaching experience in special education, reading remediation, and interventions.
- Maintains and improves own professional knowledge and skills.
- Meets staff development guidelines as set forth by the school.
- Demonstrates knowledgeable instructional strategies and curriculum differentiation.

SKILLS NEEDED

- Able to communicate effectively both written and verbally.
- Able to work well with others in the school community.
- Able to handle multiple tasks simultaneously.
- Able to pace and differentiate instruction.
- Able to motivate and engage students in the learning process.
- Able to organize and relate information in an understandable format.
- Able to use job appropriate technology.

- Able to think and plan critically.
- Able to perform basic math, including calculations using fractions and percentages.
- Able to maintain composure and avoid displays of anger.
- Able to be flexible with changes in schedules.
- Able to be self-motivated and display a high energy level.
- Able to demonstrate professional work habits by regular attendance, honoring schedules/deadlines, organizing work, and conducting assigned tasks in an effective and efficient manner.

PHYSICAL REQUIREMENTS

- Required to teach one-on-one or in small groups.
- Required to work in standard classroom and school conditions.
- Required to maintain professionalism in dress and hygiene.
- Required to manage high to moderate levels of stress.
- Required to work some nights and weekends.
- Required to sit, stand, bend, stoop, reach, grab, pull, carry objects of 25 pounds, hear, see, and speak on a daily basis.
- Required to work under limited supervision.
- Required to perform other related duties, as assigned, to ensure the efficient and effective functioning of the school.