



# RIVERSIDE

*Presbyterian Day School*

## **Student Support Specialist**

Riverside Presbyterian Day School, an independent co-educational elementary day school located in Jacksonville, FL seeks a full time **Student Support Specialist** to begin August 2023. This position works in collaboration with teachers, administrators, guidance counselors, students and their families to provide specialized instructions to meet the needs of students with specific learning needs.

The successful candidate will be able to provide research-based instruction to address the goals and objectives of each student, assess student progress and determine needs for adjustments in instructional methods, and create a positive learning environment with an emphasis on meeting individual needs.

### **Qualifications:**

- A Masters degree in Education or Special education from an accredited institution is preferred.
- Demonstrated knowledge of intervention methodologies
- Prior experience as a learning specialist or related field.
- Strong understanding of children's developmental, intellectual, and social and emotional needs.
- Proven ability to work collaboratively with students, parents, faculty, and administration with the capacity to move toward solutions through professional dialogue
- Experience using a variety of assessment tools to inform interventions
- Excellent verbal and written communication skills
- Strong interpersonal skills with an ability to problem solve and build consensus.
- Exceptional organizational skills and strong work ethic
- Positive attitude and sense of humor

### **Responsibilities:**

- Work in partnership with the Assistant Head of School to oversee and collaborate with resource specialists and teachers.
- Assist in the process of identifying students with specific learning needs.
- Develop learning plans that identify appropriate goals, strategies and accommodations
- Deliver individual, small groups or push in lessons that utilize the methods and techniques for meeting students' goals.
- Ensure appropriate modifications and accommodations are in place for students throughout the school year.
- Build students' organizational and study skills while teaching students to use tools, including assisted technology to gain autonomy in learning

- Collaborate regularly with faculty, parents, and outside resources to support the needs of students.
- Participate in designated parent teacher conferences or student led conferences as needed.
- Maintain up-to-date records of assessments, reports, conferences, and communications with parents, faculty, and administration.
- Collaborate with the Student Support Team to ensure communication with classroom teachers, resource teachers, and parents are carried out on a regular and ongoing basis.
- Provide information to parents, faculty, and students regarding desired learning outcomes and progress toward goals and objectives.
- Provide a safe and caring learning environment that inspires learning and builds students' capacity to develop as learners.
- Participate in faculty, grade level, and Student Needs Committee meetings.
- Administer standardized tests and provide appropriate support for students testing with accommodations.
- Participate in school events and activities and positively contribute to the life of the school.
- Stay current with educational research as it relates to learning differences and instructional practices.
- All other duties as assigned by the supervisor.