



Learning Support Teacher Substitute

Type: 12 weeks (with the potential of additional time)

Supervisor: Head of Lower School

Start Date: ASAP

Mission Statement

Catherine Cook empowers students from preschool through eighth grade to be adaptive, confident, and productive stewards of an evolving world. Our community engages with ideals of cultural competence, progressive academics, ethical literacy, and innovation designed to inspire personal excellence and compassionate leadership.

Diversity Statement

Catherine Cook School is committed to creating and sustaining a diverse and compassionate community grounded in a culture of integrity.

Job Description

Catherine Cook School is looking for an experienced elementary educator who will cover an extended leave of absence for a Learning Support teacher in 2nd-4th Grades. This position is for 12 weeks with the potential to extend. Applicants should be experienced in supporting students with learning needs, abilities, and interests. This teacher will join our Student Support Services Team, consisting of learning specialists and school counselors. This position involves working with classroom teachers, administrators, and parents to support the needs of students to meet learning goals. The Learning Support teacher will need to work on campus with students, with the potential to teach students remotely if necessary.

Applicants from diverse backgrounds are particularly encouraged to apply. Likewise, applicants who have supported diverse learners in inclusion or special ed settings are highly encouraged to apply as well. All applicants must also be open to being part of a learning community and remain engaged in discussions around diversity, equity, and inclusion. Major responsibilities for a Learning Support Substitute teacher include:

General Responsibilities could include, but are not limited to:

- Analyzing and interpreting psycho-educational evaluations to create individual learning plans that include evidence-based interventions
- Communicating the students' learning needs to faculty
- Screening, observing, and evaluating students suspected of having learning and/or attention problems
- Providing individualized and small group instruction to identified students
- Assisting teachers with differentiating instruction, as needed
- Participating in meetings regarding students of academic concern and assist in determining what recommendations should be made to help identified students succeed
- Attending grade level meetings and following up on any recommendations for action that arise at those meetings
- Serving as a liaison between the home, school, and outside professionals
- Training students in self-advocacy and executive function skills
- Participating actively in discussions about cultural, racial, and other differences with students, colleagues, and families.
- Participating in school staff duties such as lunch, recess, and arrival/dismissal duties

Qualifications

- Degree in Learning Disabilities, Special Education, or a related field

- Experience working within the field of learning disabilities or special education
- Experience teaching reading and with multisensory structured language techniques
- Experience remediating grade level curriculum for grades 2-4 in the areas of language, reading, written language, and mathematics
- Excellent communication skills and the ability to work effectively with students, parents, faculty and staff are essential
- Experience working with parents, teachers, and elementary-age students
- Familiarity with teaching virtually, using Seesaw, Google Classroom, and Zoom

Benefits

Catherine Cook School offers its employees a competitive benefits package including paid time off, medical, vision, dental, life insurance, and retirement plan.

Catherine Cook School is an equal opportunity employer. Please visit catherinecookschool.org to learn more about our school and culture to see if you'd be a good fit.

Qualified applicants can submit a cover letter, resume, and three references to Kathy Gilmore, Lower School Coordinator, at kgilmore@ccookschool.org