



## Lower School Learning Specialist

**Type:** Full-Time, 10-month position

**Supervisor:** Director of Diversity, Equity, and Inclusion

**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 seeks a full-time dynamic, innovative, and experienced Learning Specialist.

This teacher will join our DEI/Wellness Team that includes three other learning specialists and two school counselors. This position involves working with classroom teachers, administrators, and parents/guardians to identify and support the needs of students to meet learning goals.

General Responsibilities will include, but are not limited to:

- Analyzing and interpreting psycho-educational evaluations to create individual learning plans that include evidence-based interventions
- Communicating student learning needs to faculty
- Screening, observing, and evaluating students for learning and/or attention supports
- Providing individualized and small group instruction in literacy and math to identified students
- Assisting teachers with differentiating instruction-
- Providing teachers with training and modeling of instructional best practices to meet the needs of students across the learning spectrum
- Participating in meetings regarding students of academic concern and assisting in determining what recommendations should be made to help 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
- Assisting with the admissions process for applicant students
- Training students in self-advocacy and executive function skills
- Leading parent/guardian education workshops
- Participating in all school, divisional, departmental and professional learning community meetings
- Participating in school staff duties such as lunch and arrival/dismissal duties

**Ideal candidates will possess:**

- Master's Degree in Learning Disabilities, Specialist Education, or a related field
- Experience working within the field of learning disabilities or special education
- Experience building supportive relationships with students in grades 2-4
- Experience with teaching and supporting students in literacy and math
- Experience remediating grade level curriculum for grades 2-4 in the areas of reading, written language, and mathematics
- Experience navigating the Chicago Public Schools system for acquiring 504 Plans and IEPs for identified students
- Excellent communication skills and the ability to work effectively with students, parents/guardians, faculty and staff are essential
- Experience working with parents/guardians, teachers, and elementary school age students

Compensation and benefits are competitive and commensurate with education and experience. Visit [www.catherinecook.org](http://www.catherinecook.org) to learn more about our school and culture. Catherine Cook School is an equal opportunity employer.

**Qualified candidates can send their resumes, cover letters, and three references to:**

Motoko L. Maegawa, Director of Diversity, Equity, and Inclusion, [mmaegawa@ccookschool.org](mailto:mmaegawa@ccookschool.org)