



## **Learning Support Specialist Full-Time**

Scranton Preparatory School is currently accepting applications for qualified applicants for the 2022-2023 school year.

The learning support specialist reports to the Director of School Counseling and works closely with students who require additional academic supports, facilitates accommodations for students with diagnosed learning needs, and collaborates with faculty on best practices for individual student success.

The ideal candidate will meet the following minimum requirements:

- Bachelor's degree in Education or Counseling with a focus on supporting students with learning differences or special education; Master's preferred.
- Previous work in high school setting.
- Ability to demonstrate and/or articulate planning, teaching, assessment, and classroom management skills
- Strong knowledge of current trends and strategies for supporting those with diagnosed learning differences.
- Experience using instructional technology preferred.
- Possesses a genuine enthusiasm for and interest in the co-curricular aspects of the school community.
- Has a willingness to animate the Catholic and Jesuit mission of the school and its philosophy and values.
- Excellent communication and interpersonal skills.

Responsibilities include, but are not limited to:

- Collaborating with teachers, counselors, administration, and parents in an effort to develop plans and strategies to address individual learning styles within the limits of reasonable and mission-appropriate accommodation.
- Support parents and students when seeking educational testing in their respective school districts.
- Providing teachers with an overall understanding of individual learning issues and aid them in the implementation of diagnosed school-based accommodations.
- Facilitating communication between students and teachers for accommodations such as extended time for assessments, easier accessibility to notes, etc.
- Coordinate assignments and maintain contact with parents and teachers of students who will be absent for extended periods of time due to illness, hospitalization, in-patient treatment, etc.

- Implement evidence-based approaches to assist those students who require extra support with time management, organization, study strategies, test-taking, note-taking, goal setting, self-advocacy, and other executive functioning skills.
- Coordinate efforts with the Alumni Service Corps for active and regular tutoring opportunities, accountability partnering, and study skill support of students before, during, and after school.
- Remain current with accepted and appropriate instructional theory, practice, and research.
- Provide lead support of students who are identified as being on academic probation or in academic jeopardy.
- Participate in Student Life meetings.
- Coordinate semester exams for students with diagnosed learning accommodations, as well as College Board and ACT extended time testing and applications for said testing.
- Assist in the teaching of Freshman Seminar on topics such as time management, study skills, organization, etc.
- Carry out other duties as assigned by the Principal or Director of School Counseling.

***Please send letter of interest and resume by or before May 6:  
[employment@scrantonprep.org](mailto:employment@scrantonprep.org)***

***Scranton Preparatory School's Diversity Statement:***

*St. Ignatius Loyola, founder of the Jesuits, teaches us to seek God in all things. Jesuit schools believe that God can be powerfully encountered through an educational experience that includes and explores the great diversity that marks Creation in general and humanity in particular. Accordingly, Scranton Prep strives to form a school community in which differences in race, ethnicity, culture, religion, socioeconomic status, gender, sexual orientation, physical ability, and learning style are experienced, accepted, and understood.*