Upper School Learning Specialist

The Nightingale Bamford School is seeking a full time Learning Specialist for the Upper School (grades 9-12). The Upper School Learning Specialist must have a strong knowledge of learning disabilities and will contribute to the coordination of student support services. This position works closely with the Upper School Division Head, the Upper School Dean of Students, the Upper School Counselor, Learning Specialists, classroom teachers, parents and outside professionals. The Learning Specialist supports upper school students with learning strategies, organization, and study skills; provides individual instruction as appropriate; and serves as a resource for faculty.

The ideal candidate is a dedicated educator who provides individualized academic support to students. The Learning Specialist works closely with students, teachers, and parents to develop learning strategies tailored to each student's learning style, to support their academic progress. This individual should have an insightful understanding of effective teaching methods for different learning styles and aptitudes. The ideal candidate will have excellent listening and observational skills, as well as an empathetic mindset and have a passion for working with upper school aged students. The candidate must possess excellent oral and written communication skills, and display a collaborative spirit. Finally, the candidate must be fluent in the use of technology. This is a full time, exempt position and reports to the Director of Learning Support.

RESPONSIBILITIES INCLUDE (but are not limited to):

- Assist teachers in addressing students’ varying learning needs and supporting their efforts to help these students excel.
- Read all Psych-Ed evaluations for Middle and Upper School and for Admissions as necessary.
- Identify students and counsel families on learning support and assessment accommodations.
- Develop and maintain individual learning profiles and support plans of students and ensure that they are up to date and successfully implemented.
- Develop and maintain communication and documentation protocols related to learning support.
- Coordinate academic recommendations and accommodations, both at school and with College Board and ACT for high stakes standardized testing.
- Assist with special education professional development for teachers
- Coordinate meetings with families and teachers to discuss accommodations, external tutors and specialists when possible, and assist students with learning
strategies and study skills.

- Meet with students individually to provide individualized academic counseling to help them understand their learning styles and strengths and to monitor progress as needed.
- Help students focus on helping them identify their challenges in the learning process, defining their learning style preferences and assisting them in implementing compensatory strategies and in developing self-advocacy skills.
- Bring a compassionate and holistic approach to collaborating with students, families, providers and colleagues to develop the education of all types of learners.
- Regularly attend professional development in the areas of teaching and learning and in and diversity, equity, and inclusion work.
- Attend all relevant division and department meetings.
- Take on additional assigned school duties (e.g., supervise study or lunch, etc.)

REQUIRED QUALIFICATIONS:

- Degree in Special Education.
- At least two years of experience working with students with learning differences.
- Possess a significant knowledge of learning differences and intervention strategies
- Strong ability to interpret diagnostic test results.

PERSONAL AND PROFESSIONAL CHARACTERISTICS SHOULD INCLUDE:

- Strong organizational skills and attention to detail.
- Ability to communicate clearly and effectively, verbally and in writing.
- A shared understanding of the mission of the School and a demonstrated commitment to the core principles of diversity, equity, and inclusion.
- Cultural competence and an understanding and appreciation of working with constituents across varied backgrounds and cultures.
- Excellent attention to detail, professional attitude, good judgment, a high level of integrity and a strong work ethic.
- Exceptional interpersonal skills and an ability to work collaboratively with all levels of constituents.
- A sense of humor and appreciates this trait in others.

HOW TO APPLY

Interested candidates should apply by submitting a cover letter and resume online at https://www.nightingale.org/careers.

ABOUT THE NIGHTINGALE-BAMFORD SCHOOL

Founded by two bold, visionary educators in 1920, The Nightingale-Bamford School’s mission is to inspire girls to go beyond barriers. Tied to this mission is a broader vision of students who are joyful learners who have the intellectual depth and courage to be critical thinkers, compassionate citizens, and agents of their own lives. Nightingale educates girls' minds and hearts and, in so doing, infuses their lives with meaningful relationships, teaching them to value difference as a means of growth and empowering them to question
the status quo with confidence, empathy, resilience, and reason. Nightingale’s commitment to social justice and anti-racism requires that all community members engage actively and thoughtfully in work around diversity, equity, and inclusion. We encourage applications from candidates with broad and diverse backgrounds.

**EQUAL EMPLOYMENT OPPORTUNITY**

*It is the policy of the School to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, creed, religion, national origin, citizenship, age, sex, sexual orientation, gender identity, gender expression, military status, marital status, familial status, caregiver status, predisposing genetic characteristics, actual or perceived domestic violence victim status, disability, veteran status, or any other characteristic protected by applicable law. The School’s employment practices and decisions adhere to the principles of non-discrimination and equal employment opportunity. This commitment to equal opportunity applies to and is reflected in all School activities, including, but not limited to, recruiting, interviewing, hiring, staffing, training, promotions, compensation practices, employee benefits, social programs, discipline, and termination of employment. The School maintains zero tolerance for violations of this policy and expects all employees to abide by and support this policy without reservation.*