

Small Group Structured Literacy Teacher Job Description

Department: Faculty

Reports to: Dean of Students

Park Century School was founded in 1968 as a not-for-profit independent day school committed to meeting the academic needs of students who learn differently. Park Century serves students in grades K—8 living in the South Bay, San Fernando, and throughout the greater Los Angeles area. Park Century’s mission is to empower students with learning differences to reach their academic and personal potential. Students flourish within our individualized, evidence-based academic programming and supportive school environment.

Park Century School is founded on the principle of honoring the diversity of human and educational experiences. We seek applicants who recognize that all children can learn when provided with explicit instruction targeted at meeting students’ individual needs. Park Century School seeks candidates committed to creating a diverse, equitable, and inclusive teaching and learning community. We value multiple perspectives and do not discriminate on the basis of race, culture, religion, age, national origin, disability status, genetics, veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

Summary:

- Park Century classroom teachers value students by creating a welcoming, inclusive classroom culture that honors all students' identities, interests, learning styles, cultures, ethnicities, and backgrounds.
- The reading teacher is a dedicated, compassionate, energetic professional who delivers a comprehensive program to students with learning differences in grades K-8.
- Park Century teachers create an emotionally responsive, developmentally appropriate, positive, and inclusive classroom culture and school community.
- The reading teacher is committed to fostering a sense of curiosity within students.
- A Park Century reading teacher deeply respects the natural world and cultivates a sense of awe within their students.

Essential Duties and Responsibilities:

- Abides by the policies and guidelines contained in the Park Century School Employee Handbook and embraces the school's Mission.
- Team player: the ability to work collaboratively with fellow faculty, staff, and administration.

- Attend PCS Staffing and Division Meetings and collaborate with fellow teachers on programs and curriculum as needed.
- Provide students with opportunities and support to develop critical thinking and problem-solving skills.
- Ensure a positive environment where each student is encouraged to reach their potential.
- Planned and implemented individualized programs using evidence-based materials in reading in small groups and classroom push-ins.
- Applying evidence-based diagnostic prescriptive teaching methods based upon formal and informal assessment of students.
- Communicating and collaborating extensively with the student's team, including classroom teacher, language therapist, outside professionals, and parents.
- Communication with parents includes but is not limited to, monthly student updates and collaborative consultations as needed.
- Participating in planning meetings with teachers and administrators to discuss, evaluate, and adjust educational programs.
- Communicate with supervisors and peers via email, written form, telephone, or person.
- Writing in-depth progress reports for students and oral presentations at bi-annual parent conferences.
- Use positive behavior management systems that are effective with students with learning differences.
- Participate in professional development by learning new programs and methodologies.
- Model professional standards when interacting with students, parents, peers, and the community.

Requirements:

- Teaching credential and/or degree in education or related field required
- Educational Therapy certificate or Mild/Moderate credential preferred.
- Training/certification in specific programs, such as Wilson, Orton-Gillingham, and Lindamood-Bell, is required.
- Special Education experience preferred
- Minimum of 4 years working with students in Kindergarten - 8th Grade
- Proficient in using Student Information Systems, Google Suite, Google Classroom, Chromebooks, assistive technology, and digital curriculum platforms.

Salary Range For this Position: \$70,000.00 - \$90,000.00/annually commensurate with experience and qualifications.

Physical Demands and Work Environment

An employee must meet the physical demands and work environment characteristics described here to successfully perform the job's essential functions. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Physical demands: While performing the duties of this job, the employee is required to sit in on meetings and work on a computer for long periods. The employee is occasionally required to walk, reach with hands and arms, balance, stoop, talk, and hear. The employee must occasionally lift and move up to 15 pounds. Specific vision abilities required by the job include close vision, distance vision, and the ability to adjust focus.

Interested applicants should submit a cover letter and resume to hr@parkcenturyschool.org.

The School's policy is to provide equal employment opportunities for all applicants and employees and to make employment decisions based on merit, qualifications, and competence. The School does not unlawfully discriminate based on an individual's sex (including gender, gender identity, gender expression, transgender, pregnancy, and breastfeeding), race (including traits historically associated with race, including, but not limited to, hair texture and protective hairstyles), color, national origin, ancestry, religious creed (including religious dress and grooming), sexual orientation (including heterosexuality, homosexuality, and bisexuality), age (40 and over), marital status, military or veteran status, genetic characteristic or genetic information, physical or mental disability, or any other characteristic protected by federal, state or local laws.

Revised 3/2024