



Reading Remedial Specialist

Job Summary

Preston Hollow Presbyterian School is seeking a full-time reading remedial specialist for grades 3-6 for the 2024-2025 school year. Successful candidates will have experience in teaching elementary reading. The Remedial Reading Specialist is required to utilize the school curriculum and provide differentiation and reading support to students.

Duties and Responsibilities

The job description below is not designed to cover all activities, duties or responsibilities that are required for this position

- Implement school reading curriculum
- Manage and monitor student learning
- Evaluate and document student performance
- Perform classroom management duties
- Continue to seek professional growth
- Communicate regularly with parents
- Collaborate and communicate with classroom teachers regarding student progress
- Work with classroom teachers to maintain current reading goals

Qualifications

Knowledge, Skills and Abilities

- Proficiency with common computer programs used in elementary schools, such as Google Classroom, Google Documents, Google Slides
- Experience with, or willingness to learn, new reading curricula and online components
- Ability to teach in an engaging manner
- Ability to adapt teaching style for learners with diverse learning styles
- Ability to communicate effectively in both oral and written forms
- Ability to prepare and implement lessons based on PHPS reading goals and objectives
- Strong organizational skills
- Strong classroom management skills
- Strong interpersonal skills to include the ability to work effectively with students, parents, and fellow staff members
- Positive, professional, collaborative work style

Education and Experience

- Bachelor's Degree, reading specialist certifications preferred but not required.
- 2-4 year's teaching experience, preferably in reading instruction at the elementary level

Additional Duties and Responsibilities

Additional duties of this position may include some or all of the following tasks. Other duties may be assigned.

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| • Attend Staff Development Meetings | • Attend Chapel |
| • Attend Student Support Team meetings | • Attend school events, such as music programs, all school party, graduation |
| • Assist with student monitoring duty rotation | |

It is the policy of Preston Hollow Presbyterian School to make employment decisions on the basis of qualifications for a specific job without regard to race, color, religion, sex, sexual orientation, marital status, national or ethnic origin, age, veteran status, or the presence of a disability, except where such is a bona fide occupational qualification. Resumes are not considered an application for employment and are active for 90 days after receipt.