

SHANGHAI AMERICAN SCHOOL

JOB DESCRIPTION

TITLE: LEARNING SUPPORT TEACHER, ELEMENTARY SCHOOL

SCALE: Teacher Salary Scale

CONTRACT DAYS: up to 191

POSITION SUMMARY:

Teachers within Shanghai American school are recognized, along with students, as the school's most valuable resource. Faculty members are recruited and offered employment based upon prior exemplary teaching performance. Teachers must be fully credentialed/certified for their respective assignments and must maintain both teaching excellence and credentials throughout employment. Typically, to be offered employment, faculty members must indicate a willingness to commit to three years of excellent service to our students. The successful candidate will be assigned to provide students with mild learning disabilities and learning challenges with push-in and small group support. This position works with students and consults with teachers in grades K-5th.

SUPERVISED, EVALUATED BY & REPORTS TO:

Building Principal

JOB REQUIREMENTS

- Minimum Bachelor's degree or above
- Minimum five (5) years teaching experience in a similar role
- Fully credentialed/certified teacher *with license for special education*
- Demonstrated knowledge of Response to Intervention (RTI) and other models for determining eligibility for learning support
- Demonstrated successful experience assisting classroom teachers in supporting students with learning challenges
- Work independently with small groups of children to differentiate and personalize instruction based on student need
- Demonstrated broad knowledge of exceptional learning challenges and recommended interventions.
- Demonstrated training and experience with developing and writing individualized learning plans and administering and analyzing diagnostic assessments
- Excellent record management skills
- Excellent communication skills
- Ability to develop good rapport with parents as well as students and colleagues
- Familiarity with various learning management systems (e.g. Schoology, PowerSchool)

PERFORMANCE RESPONSIBILITIES:

- Ensures the master IEP caseload is current
- Facilitate all test accommodations for students with IEP's
- Attend and actively participate in SST meetings
- When appropriate, administer standardized academic tests (WIAT, WJ, etc.)
- Write and facilitate all IEP's and team meetings with faculty, students and parents
- Design and plan collaboratively with general education teachers
- Provide day-to-day instruction to each student on the caseload, both in the classroom and in individualized or small group settings. (push-in & pull-out)

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- Use multiple data points to inform decisions regarding instruction and accommodations based on individual student needs
- Work cooperatively with fellow-staff members and administrators in curriculum design, assessment, and implementation as it pertains to specific grade levels and programs
- Partner with parents to meet the needs of students and to promote the philosophy and goals of the school
- Actively participate in school sponsored events & activities
- Perform additional duties as assigned by the Principal
- Actively support and promote the school's mission and core values
- Actively support the school through participation of the after-school activities program

SAS BELIEVES:

- That each employee makes a significant contribution to our success,
- That contributions should not be limited to the assigned responsibilities.

Therefore, this position description is designed to outline primary duties, qualifications and job scope, but not limit the employee nor SAS to only the work identified. It is the expectation of the school that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organization.

How we see the world is how we experience the world

We believe that diversity, equity, and inclusion enrich our community and create a sense of belonging that compels each of us to grow. Therefore, we commit to a journey of community growth that is grounded in best and sustainable practices rooted in our mission and core values. We seek individuals who are ready to contribute to such an environment.

Child Safeguarding at SAS

Shanghai American School, in keeping with our core values and vision statements, has a Child Safeguarding Policy that guides our faculty, staff, and families in matters related to the health, safety and care of children in attendance at our school. By accepting employment at SAS, all faculty and staff agree to work in partnership with the School and abide by the policies adopted by the SAS Board.

With this in mind,

- Applications will be thoroughly and rigorously screened in line with our strong commitment to all aspects of child protection and safeguarding.
- Shanghai American School reserves the right to withdraw an applicant's candidacy at any time should information be forthcoming that may suggest the candidate is not suitable to progress in the process.
- Shanghai American School reserves the right to withdraw an applicant's candidacy if current and former supervisor references are not provided.
- Hiring is contingent upon successful criminal background checks.

Applicants are asked to apply as early as possible, as Shanghai American School reserves the right to close the selection process at any time.