



Director of Learning Services/Learning Specialist

Gulf Stream School (GSS), a Pre-Primary (one-year olds) to Grade 8 school of 300+ students in Gulf Stream, Florida is seeking a full-time Director of Learning Services for 2024-25. The Director will manage an office of two learning specialists and a caseload consisting of 10% of the school population, Grades PreK4 through 8. The Director will oversee the office of learning services, and provide direct intervention in both individual and small group settings. Compensation is competitive and commensurate with experience. Interested candidates should contact Cathy Abrams, Assistant Head, cabrams@gulfstreamschool.org.

Job Description

- Manage and direct learning services in grades PreK4-8; oversee and direct members of the learning services team.
- Advocate for children and families. Set the tone and an example for how teachers should view accommodations and provide them to students.
- Provide assistance directly to individual students and to small groups. Direct and track staff as they perform one-on-one and small-group instruction.
- Partner proactively with faculty and administration to support students with different learning styles, and with teachers in their efforts to advance students with different learning needs.
- Observe and evaluate individual students displaying academic or behavioral difficulties and assess their learning strengths and challenges.
- Participate in classroom instruction as needed.

- Develop student accommodation/learning plans with long-term goals and specific objectives. Ensure teachers are informed and are providing accommodations as they are described.
- Facilitate vision, hearing, and other screenings.
- As needed, provide written student-progress reports to the school and parents with assessment results and recommendations of diagnostic testing and remedial programs for learning-related issues.
- Maintain confidential student records and keep accurate documentation of sessions, meetings, and assessments.
- Initiate and schedule parent conferences as needed.
- Recommend in-school and community resources for identified students.
- Work closely with the School Counselor and outside professionals to support students.
- Coordinate and facilitate communication between student, family, school, and other involved professionals.
- Secure standardized testing accommodations for qualifying students.
- Network with learning specialists at other independent schools.
- Pursue professional development opportunities.
- Attend conferences and professional meetings in order to remain current with industry trends.
- Participate in committee, department, and staff meetings as well as school-sponsored events that would benefit from your area of expertise.
- Be involved in the school community at large.
- Assume responsibility for other projects as assigned by the Head of School.

Qualified candidates should have:

- Bachelor's degree in Special Education with a credential in Reading or in a related field; graduate degree preferred.
- In-depth knowledge in teaching, evaluating, and improving reading; experience working with children who have language-based disabilities (reading/writing/language).
- Several years of successful classroom teaching experience.
- Knowledge of learning disabilities, psycho-educational tests, reports, and assistive technology.
- Knowledge of administering and interpreting assessments and test results, academic achievement, and diagnostic testing.
- Proven success as a leader in program and faculty development.
- Full understanding of differentiated instructional strategies across the curriculum.
- Outstanding interpersonal and organizational skills.

- Exceptional written and oral communication skills.
- Strong networking skills to ensure access to resources in the broader community.
- Detail-oriented and resourceful.
- Tactful and discreet.
- Technologically savvy.
- High-energy and enthusiastic about working in an academic atmosphere.

We are an equal opportunity employer and do not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, sexual orientation, gender expression, national origin, disability or handicap, or veteran status.