

**Horizons at Foote Reading Specialist –
Temporary Position -Part Time - June 19 - August 9, 2017**

Position Summary: *Horizons at Foote* is looking for an experienced, knowledgeable, dedicated, flexible, and enthusiastic Reading Specialist (RS) with a thorough understanding of best practices for reading instruction based on current research as well as direct experience working with young children. The successful candidate will collaborate effectively with teachers and staff and will have a strong commitment to the *Horizons at Foote* mission and an interest in being involved in our community for the six-week summer enrichment program.

General Description:

- Work with Executive Director and head teachers to accomplish the literacy enrichment, assessment and literacy staff development goals of the program
- Communicate effectively with the ED and teachers
- Coordinate all aspects of assessment
- Draft reports for Horizons National regarding assessment results
- Lead staff development and training to accomplish academic growth of each student
- Train volunteers and interns to work with students as reading tutors
- Identify students who need additional support; develop individualized strategies
- Lead small, targeted literacy groups each day
- Communicate clear expectations and provide feedback on student progress to ED, teachers and classroom staff as well as families and public school teachers as necessary
- Lead staff orientation sessions prior to the start of the program
- Dates of Program:
 - Monday, June 19 - Friday, June 23 - Orientation and classroom set up
 - Monday, June 26 - Friday, August 4 - six week program
 - Monday, August 7 - Wednesday, August 9 - administrative days and take down
- Hours for RS will be approximately 9:00am-1:00pm or 10:00am -2:00pm M-F

Key areas of knowledge:

- Ability to teach all aspects of literacy; reading, writing, spelling, speaking, including being cognizant of phonetics, phonology, morphology, orthology, semantics, syntax and text structure
- Ability to administer and interpret required assessments and group students for instruction based on the findings; share data with teaching staff and assist staff in gaining relevant insights about students.

Requirements:

- Bachelor's degree required; master's preferred
- 3 or more years working as a Reading Specialist or elementary school teacher
- Experience administering reading skills assessments and interventions

Individuals interested in being considered for this position should send:

- Current Resume
- Letter of Interest
- Personal Statement
- Letter of recommendation
- List of three references

To Jaime Perri, Executive Director at jperri@footeschool.org by **February 3, 2017**

Thank you for your interest in *Horizons at Foote!*