

# Diocese of Nashville

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## Learning Specialist

### Description

Saint Joseph School is a welcoming and caring Catholic school located on the edge of East Nashville. Our school community is proud of our rich history that spans more than seven decades and serves 346 students ages 2-14. Saint Joseph School employs highly qualified faculty and staff. Saint Joseph School is an inclusive environment where educators seek to develop moral, social, academic, and global awareness skills.

Saint Joseph School seeks energetic, experienced and Learning Specialist to join our staff. Part time or full-time position available. We are looking for committed teachers to complement our qualified workforce of educators. An Elementary School Learning Specialist, often referred to as a Special Education Teacher or Learning Support Teacher at the elementary level, plays a crucial role in supporting students with diverse learning needs. Their primary goal is to help students develop effective learning strategies, address learning challenges, and achieve their academic potential.

### KEY SKILLS & KNOWLEDGE:

- Deep knowledge of typical and atypical child development, particularly in relation to learning.
- Familiarity with various learning disabilities (e.g., dyslexia, dysgraphia, dyscalculia, ADHD), developmental delays, and other conditions that may impact learning.
- Ability to administer and interpret a variety of academic and diagnostic assessments (formal and informal).
- Skill in using assessment data to identify student strengths and weaknesses, diagnose learning challenges, and inform instruction.
- Expertise in modifying curriculum, materials, and teaching strategies to meet the diverse needs of students.
- Proficiency in evidence-based instructional practices for reading, writing, math, and study skills, particularly for students who struggle.
- Strong classroom and behavior management skills, including the ability to develop and implement positive behavior support plans.
- Ability to write, implement, and monitor Student Support Plans (similar to IEPs and 504 plans in public school)
- Skill in setting appropriate, measurable goals and objectives.
- Excellent interpersonal and communication skills to effectively collaborate with general education teachers, parents/guardians, administrators, and other specialists (e.g., speech therapists, occupational therapists, school psychologists).
- Ability to collect, analyze, and use student data to monitor progress, evaluate the effectiveness of interventions, and make instructional adjustments.
- Provide individualized instruction to each student by promoting interactive learning
- Create and distribute educational content (notes, summaries, assignments etc.)
- Maintain a tidy and orderly classroom
- Observe and understand students' behavior and psyche
- Develop and enrich professional skills and knowledge by attending training,

### Hiring organization

St. Joseph School

### Job Location

Nashville, TN

### Date posted

June 6, 2025

### Valid through

31.08.2025

To apply please send a cover letter stating your intent to work as a teacher at St. Joseph School, along with a complete and professional resume to Principal Amy Lavender at [alavender@stjosephnashville.org](mailto:alavender@stjosephnashville.org).

seminars, conferences etc.

## **RESPONSIBILITIES:**

- Providing individualized or small group instruction to students with learning challenges, either in a resource room setting or within the general education classroom (push-in model).
- Conducting academic assessments to identify students who may need learning support and to monitor student progress.
- Participating in Student Support Plan meetings, developing and writing plans, and ensuring compliance with legal requirements.
- Working closely with general education teachers to co-plan, differentiate instruction, and implement accommodations and modifications.
- Consulting with parents to discuss student progress, share strategies, and build a home-school partnership.
- Collaborating with other school personnel and outside agencies.
- Creating or adapting instructional materials to suit individual student needs.

## **REQUIREMENTS**

- MUST hold a valid TN teaching license or be able to acquire one. (No exceptions)
- Proven experience as a teacher or experience with children
- Thorough knowledge of teaching best practices and legal educational guidelines, partnered with a willingness to follow the school's policies and procedures
- Excellent communicability and interpersonal skills
- Ability to work alone but must thrive in a team-oriented environment
- Well-organized and committed
- Creative and energetic
- Strong moral values and discipline
- Degree in teaching or in a specialized subject with a certificate/state licensure.

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