

**Student Support Specialist III
Part Time / Internship**

JOB TITLE: Student Support Specialist III (15-20 hours per week)

DIRECT REPORT: Director, Education and Programs

ESSENTIAL FUNCTIONS / RESPONSIBILITIES / DUTIES: Provide direct services for students with a variety of disabilities inside and outside the general education classroom in Jewish Day Schools, which may or may not be an Orthodox setting.

PRIMARY RESPONSIBILITIES:

- Follow measurable and attainable goals that have been set for each student and collect data
- Follow lesson plans based on students' individual data results
- Work with students one-on-one on a bi-weekly basis
- Implement lesson plans to address goals with guidance of supervisor as appropriate
- Assist with accommodating and administering state tests one-on-one with students
- Understanding the importance of inclusion in the classroom and assist with appropriate modifications and accommodations as needed
- Provide information for quarterly progress reports for each student
- Tutoring before/after school as needed

Specialized Skills and Knowledge:

- Study, teaching and/or experience in Jewish religion, traditions, rituals, holidays and Hebrew
- Strong knowledge of all academic subjects for grades K-12
- Task-oriented, flexible and ability to work collaboratively
- Strong communication skills, both verbal and written
- Intermediate skills with Microsoft Suite including Word, Excel, PowerPoint and Outlook
- Familiar with online computer-based curriculums and interpreting data
- Knowledge of Orton-Gillingham teaching methodology is a plus

WORKING CONDITIONS / LOCATION: Phoenix, Arizona main locations; throughout Valley as needed

SCHEDULE: School year of September – May; Monday thru Friday between the hours of 8am to 4pm, exact schedule varies based upon student schedules with other subjects; and as needed and as required by the position. If tutoring, dates and times may extend.

REQUIRED SKILLS / ABILITIES / CHARACTERISTICS: Ability to recognize, prioritize and address behavioral or educational areas of concern.

PHYSICAL REQUIREMENTS / DEMANDS: Standing, walking, repetitive motions, bending, stretching. Note, the main work locations are older buildings and not required to be ADA compliant.

EDUCATION / SPECIALIZED TRAINING: Bachelor's Degree in Special Education with current Arizona State Certification. Master's degree earned or working towards one preferred.

SAFETY: MUST PRACTICE AND PROMOTE SAFETY AT ALL TIMES

Interested and qualified individuals may contact Geshher Disability Resources at info@gesherdr.org.