



Secondary Learning Support Program Lead

Summary

Position is responsible for assisting with the implementation of a student support program in collaboration with Riverstone's SSP team and specifically the Student Life and Support Coordinator as well as relevant Division Directors. The position provides support services to primarily teachers, but also students; assists in the development of prevention, intervention, and differentiation strategies; and works with Student Life and Support Coordinator to monitor student progress.

Responsibilities

- Arrive at Riverstone by 8:00 AM and work until 4:00 PM during the school year.
- Assists with implementing a student support program in collaboration with the SSP team.
- Assists with the development and review of SSPs in collaboration with division directors, SLSC, and faculty advisors.
- Collaborates with and coaches school staff to develop prevention, intervention, and differentiation strategies for students.
- Collaborates with and coaches teachers to execute SSP plans.
- Maintains individual student "Toolboxes" that provide targeted resources to teachers based on a student's specific learning needs
- Maintains and provides training on SSP toolbox resources for all staff
- Observes classes and offers support and resources for students and teachers regarding prevention, intervention, and differentiation strategies.
- Conducts staff development activities geared toward prevention, intervention, and differentiation initiatives.
- Assists with Parent/Student SSP meetings as a part of the SSP team
- Manages the "Tune-up" short-term intervention program in consultation with relevant teachers.
- Provides parent education as appropriate to support the goals of Riverstone's learning support program.
- Maintains ongoing records of student's individual support needs over time.



- Coordinate with outside providers and interventionists

Additional Duties

- Assists Student Life Coordinator in assessing and monitoring student progress.
- Assists Student Life Coordinator in maintaining necessary records and reports and inputting information into SSP forms.
- Consults with Program Coordinators to support access for students with specific learning needs.

Essential Outdoor Education Duties and Responsibilities:

- Carry up to 50 lbs.
- Hike 5-10 miles per day over rough terrain.
- Be comfortable performing in all weather conditions.
- Able to spend up to 3-10 days outdoors within an academic year.
- Ability to manage 10-15 students in a remote setting utilizing outdoor leadership skills.
- Participate in yearly training opportunities.

Desired Skills and Experience

- Bachelor's Degree
- A strong candidate should have experience and training in planning and executing student support.

Essential Physical Abilities

- Clarity of speech and hearing or other communication capabilities; with or without reasonable accommodation, which permits the employee to discern verbal conversation and to communicate effectively on the telephone and in person.
- Visual acuity; with or without reasonable accommodation, permits the employee to comprehend written work, prepare and review documents, organize documents and materials, and observe classroom or student activities.
- Manual dexterity; with or without reasonable accommodation, which permits the employee to perform repetitive hand/wrist/arm motions and to operate a computer and office equipment.



- Personal mobility, flexibility, and balance with or without reasonable accommodation, which permits the employee to work in an office/classroom/school environment.
- Lifting or moving objects that weigh up to 20 lbs.
- Job tasks require without reasonable accommodation, climbing, stooping, kneeling, crouching, reaching, pushing, pulling, lifting, or grasping.

Employment, Benefits, and Salary

- **Compensation:** Faculty salary scale based on education and years teaching experience + benefits.
- This is a full-time, non-exempt position, working 8:00 AM – 4:00 PM, Monday through Friday.
- The position will begin August 2025.
- This position is eligible for benefits.

In addition to the responsibilities outlined above, all faculty are required to abide by the school's policies and procedures set forth in the Faculty Handbook.

- Riverstone is an equal-opportunity employer.

February 26, 2025.