LAKEHILL
PREPARATORY SCHOOL

Lakehill Preparatory School guides motivated students to learn with curiosity, lead with confidence, and serve with compassion.
Our challenging and nurturing educational community inspires students to become collaborative problem-solvers who live with integrity

Lakehill Preparatory School
2720 Hillside Drive
Dallas, Texas

Position Title: Lower School Learning Specialist (K-5th)

Lakehill Preparatory School seeks a dedicated, knowledgeable, and collaborative **Lower School Learning Specialist** for the 2027–2028 school year. This individual will play an important role in supporting the diverse learning needs of students in Kindergarten through fifth grade through targeted academic interventions, collaboration with classroom teachers, and meaningful partnerships with families.

The ideal candidate will have a strong foundation in structured literacy, experience supporting students with learning differences, and a passion for helping children develop the skills, confidence, and independence they need to succeed.

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Key Responsibilities

- Provide individualized and small-group academic interventions, with particular emphasis on reading and literacy development, using evidence-based, multisensory instructional approaches.
- Administer and analyze benchmark assessments, conduct ongoing progress monitoring, and use assessment data to guide interventions and measure student growth.
- Review educational evaluations and translate recommendations into practical, school-based intervention strategies and accommodations.
- Provide support in additional areas of academic need, including written expression, mathematics, executive functioning, and organizational skills, as appropriate.
- Maintain accurate records of student interventions, accommodations, and academic progress.
- Communicate regularly with families regarding student progress, learning needs, and strategies for continued growth.
- Participate in student support meetings and collaborate with teachers, administrators, families, and outside professionals when appropriate.
- Collaborate with Middle School learning support personnel to facilitate successful transitions for students with identified learning needs.

Additional Responsibilities

- Coordinate scheduling and use of tutoring and academic support spaces.
- Assist with the administration and coordination of standardized testing and school-based assessments, including approved accommodations.

- Participate in faculty meetings, professional development, and other school responsibilities as assigned.

Preferred Qualifications

- Master's degree in special education, reading/literacy, educational psychology, or a related field preferred.
- Minimum of 2–5 years of experience supporting elementary-aged students with diverse academic and learning needs.
- Formal training and practical experience in Orton–Gillingham or a comparable structured literacy approach strongly preferred.
- Experience designing and implementing individualized academic interventions and differentiated instruction.
- Knowledge of learning differences, including dyslexia, dysgraphia, ADHD, and challenges related to executive functioning.
- Familiarity with academic assessments, progress monitoring, and data-informed instructional practices.
- Experience interpreting psychoeducational evaluations and developing appropriate school-based accommodations and support plans.
- Experience in an independent school setting is a plus.

To apply for this position, please email a resume and cover letter to:

Casey Pike, Head of Lower School
Lakehill Preparatory School
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