



**THE  
CRAIG  
SCHOOL**

**LOWER SCHOOL • MIDDLE SCHOOL • HIGH SCHOOL**

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10 Tower Hill Road • Mountain Lakes, NJ 07046 • 973-334-4375 • [www.craigschool.org](http://www.craigschool.org)

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**Job Title:** Lower and Middle School Faculty, Science/Math Focus

**Department:** Lower and Middle School

**Reports to:** Director of Lower and Middle School

**About The Craig School:** Established in 1980 and located in Mountain Lakes and Montville, New Jersey, The Craig School is an independent 2-12 co-ed school whose mission is to serve students with language-based learning disabilities. The Craig School provides students with a strategy-based, comprehensive, and challenging school experience that acknowledges their learning disabilities, and builds on their aptitudes, and strengthens their self-awareness and self-esteem.

**Job Summary:** This full-time position at The Craig School, requires an individual who is passionate about teaching and the mission of serving students with language-based learning disabilities while being highly collaborative and committed to designing and adapting instruction to meet a range of student learning needs and interests. The Craig School relies heavily on multisensory and differentiated instruction. Teachers at The Craig School work with students in small classes of 8:1 and address individual needs through both small-group and individualized instruction. They are skilled in establishing strong relationships with students and creating learning opportunities that motivate and inspire students to develop academically.

**Essential Duties and Responsibilities:**

- Teach five lower or middle school courses focused on math and science
- Plan and implement curriculum
- Integrate technology into the curriculum following best practices
- Use behavior management systems that are effective with students with language-based learning differences
- Provide a positive environment that encourages students to actively participate in their own learning
- Provide effective and consistent communication with parents and the Lower School Director regarding students' behaviors, academic concerns, and progress

- Advising students and working with students, parents, and other teachers to fully develop a picture of students' strengths and learning needs
- Regular and consistent communication with students, parents, and colleagues.
- Model professional and ethical standards when interacting with students, parents, peers, and the community
- Supervisory duties, professional learning community involvement, or other school-related duties as appropriate; additional duties as assigned

### **Qualification Requirements:**

- Ability to uphold and support The Craig School's mission, values, institutional goals, and educational philosophy to positively influence students served
- Bachelor degree in education or special education
- Special Education licensure, certification, or degree strongly preferred;
- Minimum 2-4 years classroom teaching experience
- Strong desire to teach students with language-based learning differences;
- Knowledge of multi-sensory teaching methodologies
- Experience with technology, specifically Chromebooks, Google Suite for Education, and other assistive technologies and educational software, such as IXL, Learning Ally, Kami, etc.
- Excellent communication, interpersonal, and presentation skills
- Strong organization and time-management skills
- Desire to continue to develop professionally by learning new programs and methodologies

Please submit a resumé and cover letter to Jennifer Guthrie, Director of Lower & Middle School, [jguthrie@craigschool.org](mailto:jguthrie@craigschool.org).