



Position: Full-time Literacy & Learning Specialist

September 2025

Acera: The Massachusetts School of Science, Creativity, and Leadership

5 Lowell Avenue, Winchester, MA 01890 (8 miles north of Boston)

Do you seek a positive school culture, filled with collaborative colleagues, craving the freedom to create great learning experiences for your students? We invite an innovative, engaging and tech-savvy Literacy Specialist to teach our high-ability students. Bring your belief in hands-on learning alive by designing ability-based approaches for literacy and math, while supporting social/emotional growth. Collaborate with specialist teachers to create interdisciplinary, STEAM-rich, hands-on learning. Meet students where they are developmentally and engage them with challenging content and tasks, fostering complex thinking and robust skill development.

We're looking for a **Full-time Literacy & Learning Specialist** to join our progressive, student-centered community at Acera. This educator will bring deep expertise in special education as well as reading and writing development, with a strong background in supporting diverse learners—including but not limited to students with dyslexia, dysgraphia, language-based learning differences, executive functioning challenges, and giftedness/twice-exceptionality. The Literacy & Learning Specialist will provide direct executive functioning, reading and writing instruction, work with small groups, support teachers in designing inclusive and differentiated literacy lessons, and serve as a key leader in our student support team.

Job Duties & Key Responsibilities

Student Support & Instruction:

- Support neurodiverse and twice-exceptional students in developing both academic and social-emotional skills
- Provide individualized and small-group support in literacy, math, writing, and executive functioning, by leading small groups or short-term intervention cycles based on student needs
- Leverage research-based methods (e.g., structured literacy and math supports, social thinking frameworks, executive function coaching) to guide instruction
- Administer and interpret formative assessments to monitor progress and adjust instruction
- Foster student growth in self-awareness, metacognition, and self-advocacy
- Track and support literacy goals through regular progress monitoring and adjustment of supports

Collaboration & Consultation

- Partner with classroom teachers to support them in adapting and differentiating their lessons for diverse learners
- Participate actively in student support meetings, guiding the design of effective support plans
- Interpret literacy evaluations, and translate findings into actionable strategies for inclusion in Individualized Learning Plans (ILPs) and/or Literacy Student Support Plans (LSSPs) and/or Student Support Plans (SSPs)
- Communicate regularly with teachers and families regarding student progress
- Serve as a liaison between school, families, and outside providers when needed
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- Potentially lead professional development in areas such as literacy best practices, neurodiversity, executive functioning, differentiation, and twice-exceptionality

Qualifications

Required:

- Master's degree in special education, learning disabilities, reading instruction, or related field
- At least 5 years of experience teaching and supporting neurodiverse students at the K–9 level
- Deep knowledge of ADHD, autism spectrum, dyslexia, dysgraphia, giftedness, executive functioning, language based learning challenges and other learning profiles
- Demonstrated expertise in designing differentiated instruction and inclusive classroom strategies
- Strong collaboration and communication skills
- Experience with assistive technologies and digital learning tools

Preferred:

- Experience with psychological/neurological testing results analysis
- Background in progressive and/or independent schools
- Leadership experience in coaching or mentoring teachers

Why Join Acera?

Acera is a progressive, independent school serving high-ability students ages 5 to 15. We offer a supportive, flexible, and intellectually vibrant work environment where teachers are trusted as professionals and collaborators. Our mission-driven culture encourages creativity, innovation, and the pursuit of meaningful learning—for both students and educators. At the start of each school year, our teachers observe and assess students to create the right dynamic and differentiated learning setting for their students.

If you are a dynamic, thoughtful, and compassionate teacher, who is eager to learn and loves both K–9 education and the spark of gifted learners, we encourage you to apply and bring your passion to our community.

Salary & Benefits

- Salary is competitive and will be determined based on experience.
- School year position, full-time
- Health care benefits, Federal/State holidays off
- School-aged children of full time employees are able to attend Acera's after school program free of charge
- School aged-children of full time employees who independently apply for and are granted admission to Acera typically receive a financial aid stipend, capping annual tuition at \$17,000/ year

**Application**

Please submit a cover letter and resume, along with a brief statement outlining your approach to literacy instruction, executive functioning support, and any relevant experience or training in gifted education to hiring@aceraschool.org.

Start Date

Anticipated start date: As soon as you are available

Equal Opportunity Employer

Acera is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religious creed, national origin, ancestry, sex, gender identity, sexual orientation, age, genetic information, disability, pregnancy or pregnancy-related condition, military or veteran status, marital status, arrest record (consistent with Massachusetts law), or any other characteristic protected by applicable federal, state, or local laws. All offers of employment are contingent upon successful completion of required background checks.

Conditions of Offer

All offers of employment are contingent upon CORI, SORI and fingerprint-based background checks, as required by the laws of the Commonwealth of Massachusetts. Under the Immigration Reform and Control Act (IRCA), our organization is required to verify the identity and work authorization of all newly hired employees. Therefore, if you accept this position, you will be required to complete a Form I-9 upon hire. Within 3 days of beginning employment, you will need to supply acceptable documentation (as noted on the Form I-9) of your identity and work authorization.