



Hillel Torah
בית ספר הלל תורה



OPPORTUNITY STATEMENT

Student Services Coordinator Primary School

THE OPPORTUNITY

Student Services Coordinator- Primary School

Hillel Torah North Suburban Day School, a co-educational Modern Orthodox Jewish day school on Chicago's North Shore, welcomes your application for the Student Services Coordinator position. As a member of the educational leadership team, the Student Services Coordinator works closely with students, teachers, families, and outside professionals to meet a wide range of student academic, social, and emotional needs. This opening presents a rare opportunity to join a growing, dynamic educational community and have a lasting impact on hundreds of students, families, and faculty.

Start date: June 2024

OUR MISSION

We are a dynamic, Modern Orthodox day school preparing the Jewish leaders of tomorrow. Our progressive, child-centered approach promotes academic excellence in Judaic and general studies. Rooted in Torah learning and values, we encourage children to develop a lifelong commitment to Medinat Yisrael, the Jewish people and the global community.



ABOUT HILLEL TORAH

Founded in 1962, Hillel Torah continues to be a leader in progressive Modern Orthodox education, serving the greater Chicagoland Jewish community. We provide an excellent and equally rigorous general and Judaic education with a child-centered approach where children are engaged in learning, exploration, creativity, collaboration and critical thinking.

We combine academic excellence with experiential learning, while always keeping the whole child front and center. Our progressive education drives our students to think critically, communicate effectively, and engage fully in their intellectual, spiritual, and personal development.

OUR IDEAL CANDIDATE

BACKGROUND

The ideal candidate will have an advanced degree and license in Special Education, Education, Educational Leadership or related field and a minimum of 3-5 years of special education classroom experience, or experience in a related discipline. Demonstrated educational leadership and management experience preferred.

STRATEGIC PRIORITIES

The stability and excellence of our current Student Services program provide an ideal setting for the Coordinator to set an ambitious agenda for the continued advancement and success of the department in supporting primary school students in both general and Judaic studies.

COLLABORATIVE LEADERSHIP

At Hillel Torah, we pride ourselves on the collaborative work environment at the heart of our staff culture. The Coordinator will have strong interpersonal skills and work in partnership with the Student Services Coordinator for the Middle School, administrative colleagues, faculty, parents, and students toward a shared vision of great teaching and learning.

EFFICIENT & ORGANIZED

The administrative and organizational skills of the Coordinator are key to success in this role. The Coordinator is responsible for ensuring that each child in grades K-4 who qualifies for an individual learning plan will have his/her needs met by the Student Services staff. The Coordinator oversees four special education teachers and coordinates services with outside therapists and agencies.

EFFECTIVE COMMUNICATION

The Coordinator will communicate with all stakeholders clearly and effectively with empathy, passion, and compassion. The Coordinator will be tasked with building trusting relationships with Hillel Torah families and students while keeping the needs of the students at the forefront of all decision-making.

KNOWLEDGE OF BEST PRACTICE METHODS

The Coordinator must have his or her finger on the pulse of best practice interventions to support a range of students' learning needs. Benchmarking student progress and using data to inform instruction are crucial to the success of the department.



OUR EDUCATIONAL APPROACH



Student-Centered: Our rigorous curriculum is designed to engage the whole child by promoting collaboration, exploration, critical thinking, creativity, and real-world application. Our student-centered approach provides innovative, challenging, stimulating, and diverse learning opportunities addressing the unique educational and social-emotional needs of each student in a warm and nurturing environment.



Social Emotional Learning: Children can only learn and grow when they feel a sense of belonging as part of a secure community. Inspired by the Responsive Classroom philosophy, our dynamic and nurturing teachers create warm and respectful learning communities in their classrooms, responsive to each child's physical, emotional, social, and intellectual needs. In addition, we incorporate social-emotional lessons into the curriculum to help students develop the skills needed to manage stress and develop self-awareness, mental focus, and inner calm. These approaches have empowered our students to feel confident and focused in and out of the classroom.



Israel Education: The love and pride Hillel Torah shares for Israel is palpable throughout our building every day. From the Hebrew and cultural immersion brought to us by our wonderful Israeli Shlichim to our famous community-wide Yom Ha'atzmaut celebration, we live, love, and learn about Israel every day.



Middot and Community Service: In our classrooms, there is a strong focus on teaching and modeling kindness, appropriate behavior, resilience, empathy, a growth mindset, and age-appropriate social skills. We have a robust service learning program that provides many opportunities for our students to participate in community service projects. Whether packaging and delivering food to those in need, visiting the elderly, working with children with special needs, or raising money for charities, students throughout all grades are surrounded by the values of giving back and caring for others.

STAFF CULTURE



Hillel Torah views every teacher as a leader entrusted with preparing the Jewish leaders of tomorrow. The team-oriented and collaborative culture at Hillel Torah promotes positive morale among the teachers and staff. Our professional, growth-oriented educators are warm and nurturing team players eager to continuously improve. With a major emphasis on professional development and mentoring, we invest in our teachers' growth and success as professionals. We are privileged to have an outstanding, diverse group of educators, support staff, and administrators who continue to promote our school's mission and move our school forward.

"Hillel Torah is dedicated to equipping our children with a comprehensive education that readies them to excel within an ever-evolving, diverse global Landscape."

- Sarah Silvestri-Bernstein, Hillel Torah Parent

SCHOOL PROFILE

420

STUDENTS

85

FACULTY
& STAFF
MEMBERS

6:1

STUDENT TO
FACULTY
RATIO

2

CAMPUSES:
PRESCHOOL
AND K-8

FAMILY & COMMUNITY

At Hillel Torah, education takes place in the context of a partnership with families. When you step into the building, you can feel the warm community atmosphere. Every child, family, and teacher is appreciated and open lines of communication are valued. There are many opportunities for parents to get involved in the everyday happenings at Hillel Torah both in and out of the classroom as parents are encouraged to be an integral part of their children's education. Our Parent Teacher Association (PTA) also offers many volunteer opportunities for parents to engage with students and faculty throughout the year.



Hillel Torah is not just a school; we exude a strong sense of community and a welcoming family atmosphere. Our Parent Ambassador Program welcomes new and prospective families to the school guiding them through the process of transitioning and navigating into a new school community. We take pride in the approximately one-third of our students who are second generation and we are excited to welcome a new era of third generation students.

HOW TO APPLY

Interested candidates should contact Jennifer Wasserman (jennifer.wasserman@hilleltorah.org) to learn more about the opportunity.

To apply, send a resume, cover letter and statement of educational philosophy (max one page) to jennifer.wasserman@hilleltorah.org

For more details about the department, see our website: <https://hilleltorah.org/academics/student-services/>

