



BROWNELL TALBOT

Job Posting: PreK-12 Student Support Specialist

Location: Brownell Talbot College Preparatory School; Omaha, NE

Position Type: Full-Time; 10 Months, 182 days

Start Date: August 2025

About Us:

Brownell Talbot, founded in 1863, is a Nebraska state-approved preschool through grade 12 school. We are a member of the National Association of Independent Schools (NAIS) and the Independent Schools Association of the Central States (ISACS) and are accredited by Cognia. Brownell Talbot is an exciting environment for professionals who like to be part of a supportive team of dedicated individuals who thrive on the challenges and rewards of working with an active community. Brownell Talbot fosters an educational environment that is inclusive and accepting of diverse individuals and viewpoints.

Join Our Dynamic Team as a PreK-12 Student Support Specialist!

Are you passionate about making a difference in students' lives? Do you have the skills to guide and inspire young minds? If so, we want YOU to join our vibrant, inclusive school community as a PreK-12 Student Support Specialist!

Position Summary:

We're looking for a compassionate and dedicated individual to fill the PreK-12 Student Support Specialist role. In this pivotal position, you'll be the heartbeat of our student support system, helping children and adolescents navigate academic, social, and emotional challenges with grace and expertise.

Key Responsibilities:

- **Champion Student Success:** Provide individualized and group interventions to help students thrive. Develop and roll out academic and behavior management strategies that promote positive outcomes.
- **Academic Ally:** Assist with learning difficulties, create personalized academic plans, and monitor progress.
- **Collaborator:** Work with teachers, parents, and administrators to craft and implement support strategies and connect students and families with vital external services.
- **Record Keeper:** Keep meticulous records of student progress and support plans.
- **Program Innovator:** Design and launch school-wide initiatives to bolster student well-being.

Qualifications:

- **Education:** Bachelor's degree in special education or educational psychology or a related field
- **Certification:** Relevant Nebraska teacher certification or licensure in special education, psychology



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- **Experience:** Proven track record of three years or more working with PreK-12 students with diverse learning and behavioral needs
- **Knowledge:**
 - Deep understanding of child and adolescent development and multi-tiered system of supports (MTSS) frameworks.
 - Proficiency in data management and progress monitoring techniques
 - Advanced skills in assessment, intervention planning, and educational technology

Personal Qualities

- Exceptional interpersonal skills with the ability to communicate effectively with students, parents, and educational professionals
- Strong organizational capabilities for managing complex documentation
- Flexibility and creativity in developing intervention approaches
- Deep empathy and patience when working with students facing academic and behavioral challenges

Physical Demands and Working Conditions:

- Ability to move around the school campus, engage in various classroom environments, and manage occasional lifting of up to 50 pounds of materials or equipment.
- Handle a dynamic, sometimes high-stress environment with poise and resilience.
- Standard school hours with occasional evening or weekend commitments for meetings and workshops.

Ready to Make an Impact?

If you're ready to embark on a rewarding journey that empowers and uplifts students, we want to hear from you! Apply today and be a part of something truly special.

Note: This job description accurately reflects the position's duties, responsibilities, and requirements. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position.

Strong candidates will support the school's **Mission:** *Every student. Every mind. Every heart. Known. Inspired. Challenged.* They will have enthusiasm for the **Vision:** *A compassionate community of diverse learners empowered and determined to reach their unique potential and positively impact the world.* And they will embody the school's **core values.** *We value:*

- **Compassion:** *We believe in considering the unique needs of others; we show compassion by seeking to understand with genuine care, and we build a sense of belonging for everyone.*
- **Respect:** *We believe in treating everyone with dignity; we show respect by valuing ourselves and others through our words and actions and taking great pride in our school.*



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- **Responsibility:** *We believe we are capable; we show responsibility by meeting expectations, finding solutions, and giving our best to each other.*
- **Integrity:** *We believe in doing the right thing; we show integrity by keeping commitments and telling the truth, even when it's not easy.*

Brownell Talbot College Preparatory School does not discriminate on the basis of race, color, religion, gender identity, age, disability, marital status, sexual orientation, or based on any other status protected under local, state, and federal law in admission or access to, or treatment of employment or educational programs and activities.

Why Brownell Talbot College Preparatory School?

- **Supportive and Collaborative Faculty:** Join a close-knit, experienced team of educators who are committed to personal and professional growth.
- **Innovative Curriculum:** Work with a dynamic curriculum emphasizing critical thinking, creativity, and academic rigor.
- **Professional Development:** Access ongoing professional development opportunities to grow your craft and stay current with best practices.
- **Competitive Compensation and Benefits:** We offer a competitive salary commensurate with experience and a critical opportunity to make a meaningful difference in students' educational journeys.
- **An Inspiring Campus:** Work in a welcoming, unique environment that inspires students and staff.

Application Process

Ready to make a difference?

If you're ready to join a dynamic team and significantly impact young learners' lives, we invite you to apply. Please submit your cover letter, resume, and application to careers@brownell.edu.