

Director of Student Support

Primary Function: This position is responsible for managing K-12 student support services, including screenings and assessments, academic interventions, socioemotional instruction and interventions, regular check-ins with at-risk students, managing partnerships with clinical counselors, and engaging external resources.

Responsibilities

- Facilitate and schedule all individual student interventions (academic and socioemotional), IEP/504/Student Support Plan process
- Develop systems for intervention processes at Cornerstone, track student data (grades, attendance, etc.) & deploy appropriate interventions
- Facilitate in-house student screening and assessment process (including screeners, WCJ-IV, CONNERS 3, etc.)
- Develop school-wide SEL framework, with training and curriculum for staff and students
- Manage counseling partnerships and schedule
- Work with principals and teachers for all CFSA referrals and CPS visits
- Facilitate referral process for students in need of more intensive support
- Partner with principals on development and implementation of behavior and attendance covenants
- Provide crisis intervention for students as needed
- Conduct student support meetings along with Principal and Academic Dean, as appropriate
- Coordinate with teachers around intervention strategies and student plans
- Coordinate with families and provide resources
- Coordinate insurance and Title services for payment for clinical counselors
- Coordinate and provide regular check-ins for students, as needed
- Provide mental health resources and connections for faculty and staff, as needed
- Develop a list of effective community resources and establish resource partnerships
- Provide PD to faculty and staff, as needed

QUALIFICATIONS

The ideal candidate will:

- Demonstrate strong knowledge of student learning differences, trauma-informed practices, interventions, and best practices for student support
- Possess a bachelor's or master's degree in a relevant field.
- 2-3 years of experience in SPED and student services role preferred; School Counseling experience will also be considered
- Have strong administrative abilities, including system development and implementation
- Work well alongside a team
- Have skills and experience that equip them for urban educational settings
- Demonstrate committed faith in God and in agreement with the Statement of Faith.

SCHEDULE AND LOCATION: This is a full-time non- exempt position on the school campus starting in July or August 2024.

REPORTING: This position reports to the Lower School Principal.