

POSITION TITLE: Dean of Academic Supports and School Culture – Exceptional Education

QUALIFICATIONS: Postgraduate professional license with endorsements in administration and supervision and emotional disabilities. A minimum of three years of successful, fulltime experience on the secondary level as a classroom teacher working with students with emotional and behavioral difficulties is required. Knowledge of federal and state mandates and requirements related to the provision of educational services and supports for students with disabilities, and the policies and procedures of exceptional education programs. Demonstrate in-depth knowledge of the development and implementation of Individualized Education Programs (IEP) in accordance with federal and state mandates. Demonstrate knowledge of the development and implementation of Functional Behavioral Assessments (FBA), Behavioral Intervention Plans (BIP) and positive behavior support strategies. Must have experience with successfully using de-escalation techniques, positive behavioral supports, and therapeutic interventions. Must have experience with building relationships and supporting academic achievement for children with varying needs. Must have considerable knowledge of the Virginia Standards of Learning (SOL) and secondary curriculum. Experience with developing, implementing, and overseeing academic intervention and remediation strategies. Must have the ability to establish and maintain effective working relationships with students, school staff, parents, community and business representatives, and central office staff. Excellent human relations, conflict resolution, and organizational skills required. Must possess excellent written and oral communication skills.

PERFORMANCE EXPECTATIONS: Assists in the organization, planning and implementation of instructional and operational programs of the school. Serves as site administrator in the absence of the principal. Ensures implementation of the school's behavior improvement program in conjunction with the Student Code of Conduct. Assists in establishing and maintaining discipline throughout the student body. Assists in the evaluation and improvement of instructional delivery by conducting teacher observations and providing feedback regarding performance. Assists teachers in the collection and analysis of student performance data, and guides the decision-making process for improving student achievement. Plans school based staff development activities based on data. Ensures compliance with state and school district special education policies and procedures. Complies with administrative regulations and School Board policies. Produces and provides reports to principal and central office administrators as requested. Performs other tasks and responsibilities as assigned by the principal.

GENERAL DEFINITION AND CONDITIONS OF WORK: Duties performed typically in a school setting. Work requires frequent standing, sitting, walking, light lifting up to 10 pounds, vocal communication for expressing or exchanging ideas, hearing to perceive information at a normal spoken word level and visual acuity for preparing and analyzing written or computer data.

REPORTS TO: Principal

PAY SCHEDULE: Teacher Salary Schedule plus salary supplement

LENGTH OF CONTRACT: 230 Days (11 months)

FLSA: Exempt