



## **Job Description: Student Services Director**

Ashley River Classical Academy (ARCA) is hiring its founding faculty to teach its students when it opens in Charleston, SC in August 2025. ARCA is a tuition-free, public, classical charter school. It is part of the [Barney Charter School Initiative](#) of Hillsdale College, a network of classical charter schools united by curriculum and purpose. ARCA will initially open K-5 and grow to K-12 by adding one grade level each year. ARCA is now accepting applications from new and experienced educators for all K-5 positions.

Each faculty member is a professional who is esteemed and supported by a faculty of colleagues striving for excellence. The faculty is entrusted with practical implementation of the mission of ARCA: **Our mission is to train the minds and hearts of our students through a content-rich classical education in the liberal arts and sciences, with a focus on fostering moral character and civic virtue.**

The Student Services Director provides support for students with exceptional student education (ESE) needs, including both gifted and special education needs, both within the general education classroom and in small group settings. The Student Services Director is also an exemplar of **Ashley River Classical Academy's** Virtues and actively seek to develop strong moral character in students.

### Primary duties and responsibilities include:

- Overseeing appropriate Individual Educational Plans (IEPs), Gifted Educational Plans (EPs) or Academic Improvement Plans (AIPs), English Language Learner Plans (ELL), and Behavior Success Plans (BSPs), including determining present levels of performance, annual goals, and benchmarks or short-term objectives.
- Supporting general education teachers in implementing appropriate accommodations
- Communicating frequently and consistently with parents about students' behavioral and academic progress as well as events in the classroom
- Coordinating meetings with the student intervention team for students with academic and behavioral issues to provide guidance and offer school support for student achievement
- Fostering a sense of joy and wonder in the classroom and beyond
- Maintaining high expectations for both academics and behavior through a commitment to schoolwide policies and procedures and the classical model

### Qualities and characteristics of a successful Student Service Director:



- Bachelor's degree or above in Special Education or a related area of study from a fully accredited college or university
- Possession of, or eligibility for, a South Carolina Special Education certificate
- Extensive experience in special education
- Knowledge of the classical model of education
- High moral character
- Thoughtfulness and a love of learning

### **Salary and Benefits**

- Competitive salary commensurate with experience and expertise
- Benefits include health, dental, and vision insurance, and retirement

If interested, send a cover letter, a resume and a list of references to Head of School, Alexandria Spry at [careers@ashleyriverclassical.org](mailto:careers@ashleyriverclassical.org).