

Eton Academy's mission is to educate students with reading, attention and other learning challenges-- building academic skills and self-confidence in an accepting and supportive environment.

Eton Academy seeks a Director of the Middle School for the 2009 –2010 school year.

The Director of the Middle School reports directly to the Head of School and oversees all operations of the middle school for approximately 70 students. The Director of the Middle School manages, guides, and coaches 9-10 teachers who deliver a research-based curriculum that is grounded in literacy/language instruction. Social development and the emotional care of each student are vital components to the school curriculum.

Major responsibilities include:

- Providing immediate support to students, teachers, and parents on a daily basis.
- Developing curriculum through educational leadership and the management of department chairs.
- Managing student service support and ancillary services.
- Developing and supervising teachers.
- Managing the administrative needs of the Middle School program.
- Decision making as part of leadership team.
- Researching best practices and the latest in LD education in all areas of instruction and student support.
- Interpreting and analyzing psychological reports to ensure appropriate enrollment.

#### Requirements/Attributes Desired

- LD degree/certification as well as a Masters degree in Education.
- Demonstrated thorough teaching and/or administrative experience and understanding of social and emotional needs of middle school aged children.
- Successfully taught in a middle school setting.
- Good listener and an excellent communicator.
- Experience in developing or participating in IEPs, MET and 504 accommodation plans and meetings.
- Familiarity with LD regulations and laws at the state and federal levels.
- Experience supporting, leading, and/or managing staff members successfully.
- Demonstrated ability to collect, analyze, and make data-driven decisions on a regular basis.
- Ability to articulate and express LD expertise through presentations and small group discussions

Visit our website at [www.etonacademy.org](http://www.etonacademy.org) to learn more about our school. Please forward resume and cover letter to [employment@etonacademy.org](mailto:employment@etonacademy.org).