



Director of Academic Support

York School, Monterey, California

Full Time (10 Months)

York School, an innovative and inclusive co-educational day school for grades 8–12 in Monterey, California, seeks a visionary and compassionate **Director of Academic Support** to join our community beginning in August 2026.

At York, we empower students to learn deeply and live wisely. The Director of Academic Support plays a key role in that mission—guiding students to develop the confidence, independence, and motivation they need to thrive academically and grow into self-aware, capable learners.

This is a full-time faculty position reporting to the Assistant Head of School. The ideal candidate will bring experience, insight, and heart to this important leadership role, along with a commitment to collaboration, student well-being, and educational equity.

Key Responsibilities

- Champion a school-wide vision for academic support that promotes access, equity, and personalized learning.
- Work closely with the Assistant Head of School and others to ensure cohesive support for students' academic and personal development. This includes:
 - Attending all meetings to provide a multi-dimensional view of each student's growth and needs.
 - Aligning interventions and support strategies that integrate academic accommodations with social-emotional wellness plans.
 - Supporting students after extended absences due to illness by offering academic follow-up and scaffolding during reintegration into classes.
 - Co-developing student-facing programming that promotes executive functioning, balance, resilience, and wellness.
 - Partnering on parent education events and communications to help families support their student's full development.

Individualized Student Support

- Design and implement individualized academic support plans (Dynamic Learning Plans) informed by psycho-educational evaluations), teacher input, classroom observations, and family conversations.
- Provide one-on-one academic coaching that emphasizes executive functioning skills, time management, organization, and self-advocacy.
- Lead structured study hall for Grade 8 and support systems for students on academic warning or probation.
- Teach a semester-long class for Grade 9 on Foundations for Academic Success.
- Help facilitate and organize academic accommodations during school-wide testing periods (e.g. Semester 1 & 2 finals and AP exams).
- Proctor assessments that need to be given outside the classroom setting in the dedicated Student Learning Center.
- Maintain documentation and progress logs to ensure consistency and transparency across departments.
- Comfortable use of Canvas Learning Platform, Magnus Health, Blackbaud, and other instructional aides to support students.

Faculty Collaboration & Training

- Consult with and support faculty in differentiating instruction and implementing accommodations effectively.
- Facilitate ongoing professional development related to inclusive pedagogy, neurodiverse learners, and executive functioning.
- Communicate student progress clearly and consistently with families, faculty, and administration through regular reports and check-ins.
- Work with the school's leadership team and School Counselor to inform school-wide practices around learning, discipline, and wellness.
- Collaborate with faculty to identify patterns and proactively address student learning needs.
- Collaborate with the Assistant Head of School in establishing and managing programs for the orientation of new teachers, for training of all teachers, and for the evaluation of classroom teachers.

Tutoring Program Development and Oversight

- Coordinate and expand York's peer-to-peer tutoring program, matching students with trained student tutors. Oversee tutor recruitment, training, and supervision to ensure high-quality, compassionate, and effective peer support.
- Develop clear protocols for communication and progress tracking among tutors, families, faculty, and students.
- Monitor the effectiveness of both peer and professional tutoring programs using student performance data and feedback to inform continuous improvement.

Other Responsibilities

- Support the school-wide community by participating and leading in the Experiential Learning Initiative program.
- Lead or co-lead a club that aligns with candidate's passions or other experience.
- Participate in other faculty/staff trainings, meetings, and professional development opportunities.

Ideal Candidates Will Have:

- A deep understanding of learning differences and best practices in academic support, intervention, and inclusive pedagogy
- Strong interpersonal skills and the ability to build trust with students, families, and colleagues
- A collaborative spirit and a proactive, student-centered approach to problem-solving
- Experience with student case management and accommodations, particularly in independent or college-preparatory school settings
- Commitment to York School's values of equity, belonging, and holistic student development
- Comfort and fluency with relevant technology platforms used for documentation, scheduling, and communication in a school setting

QUALIFICATIONS

- A degree in Special Education, Education Psychology, or School Psychology is preferred.
- Minimum of five years' experience as an Intervention/Learning Specialist, School Psychologist, or related field, preferably at the high school level
- Transcripts and certificates from all degrees and programs will be requested as part of the hiring process.

COMPENSATION

The base salary range, which encompasses all experience levels, for this full-time position is \$70,000-\$85,000. Pay ranges at York are reasonable estimates of what the school anticipates paying for a role, but they are not guaranteed. If hired at York, a faculty member's final base salary will be determined by factors such as skills, education, experience, job level, and part-time status.

HOW TO APPLY

Interested candidates should submit a cover letter, resume, and list of references as a consolidated PDF to Dana Larson, Assistant Head of School, at dlarson@york.org.

SCHOOL INFORMATION

Founded in 1959, located on scenic hillside terrain in California's Monterey Bay area, York School is a college preparatory, coeducational, independent day school for grades 8-12. York is an intentionally small school with a rigorous academic program, exceptional faculty, and a distinctive campus culture. 76% of York's faculty hold advanced degrees and the average class size is 12. www.york.org

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

York School provides equal opportunity to all employees and applicants for employment without regard to race, color, religion (including religious dress and religious grooming), gender, gender identity (defined as each person's internal understanding of their gender), gender expression (a person's gender related appearance or behavior, whether or not stereotypically associated with the person's sex assigned at birth), sexual orientation, national and (or) ethnic origin, citizenship, ancestry, age, marital status, registered domestic partner status, military or veteran status, physical or mental disability, legally protected medical condition, sex (including pregnancy or perceived pregnancy, childbirth, breastfeeding, or related medical conditions) genetic information or characteristics, or any other characteristic protected by federal or state law or local ordinance.