Southern Teachers is assisting The Summit School in its search for a Director of Education to manage daily operations of the school program and to work collaboratively with the Director of Camp Summit and the Coordinator of Summit Outreach Center. Reporting to the Executive Director/Head of School, the Director serves on the Leadership Team and the Crisis Management Team.

The Director of Education is responsible for curriculum and instruction and works collaboratively with the Director of Program Supports and the Upper School Cluster Coordinator. He or she oversees student records and instructional data, IEP compliance, Maryland State Department of Education (MSDE) testing for funded students, and spring testing. The Director works with the Director of Student Supports regarding student discipline and behavior and coordinates with the Marketing and Development Team on special events. He or she supervises teachers and school staff; oversees the Math, Language Arts, and Oral Language Coordinators; approves leave and substitute coverage; and collaborates with the Executive Director and the Director of Admissions on interviewing and hiring teachers. The Director of Education works closely with the Executive Director to develop Wednesday Afternoon agendas and plan and design professional development for teachers; meets weekly with the Executive Director, Director of Student Supports, and Upper School Cluster Coordinator; and runs the weekly Cluster meetings. He or she communicates with parents, both proactively and in response to academic and/or behavioral concerns. Responsibilities with Camp Summit and Summit Outreach Center include collaborating with administrative colleagues on admissions; budget; hiring, training, and supervising staff; reviewing and editing progress reports; and parent communication. The Director of Education oversees the MSDE teacher certification process and the audit/site visit process.

Qualified candidates have an advanced degree and at least five years of experience. They must have or be eligible for Maryland certification in Special Education; Advanced Professional, Administrator I and II are a plus.

Located eight miles south of Annapolis, The Summit School offers a special education program approved by the State of Maryland for students with learning differences such as dyslexia, dyscalculia, developmental language disorders, executive functions disorder, and ADHD. Summit enrolls 110 bright children in grades one through eight. The instructional program offers an integrated, targeted curriculum that emphasizes active teaching and learning, research-based methodologies, and sensitivity to students’ unique learning profiles. Students receive individualized instruction in reading, written language, and math, as well as mainstream, grade-level, differentiated instruction in science and social studies. Students matriculate to mainstream high schools and most attend and complete college. The well-rounded program offers classes in performing and visual arts, STEM, outdoor education, and physical education as well as competitive sports at the middle school level.

To apply, please complete the online Application to become a Southern Teachers Candidate and submit a cover letter explaining your interest in and qualifications for this position, which begins in July 2022.