



BRIDGTON A C A D E M Y

NORTH BRIDGTON, MAINE 04057
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www.bridgtonacademy.org

Position Announcement: Director of Academic Support

Bridgton Academy seeks a Director of Academic Support beginning July 1, 2021. A Bachelor's degree in special education, education, or similar field is required, and hiring preference will be given to those with a Master's degree. We are eager to speak with candidates that will bring diverse experiences and culture to their work with our students in the classroom, athletics, and residential life.

Key Responsibilities and Qualifications:

The Director of Academic Support provides oversight for all aspects of Bridgton Academy's Academic Support program. He or she acts as a direct supervisor for faculty members involved with the Focused Academic Coaching program, collaborates with faculty in their efforts to support all learners, and, when appropriate, teaches a course. The Director of Academic Support promotes the mission of Bridgton Academy by supporting students as they transition to college-level academic expectations. He or she is responsible for the enrollment, as well as the oversight, of the Academy's Focused Academic Coaching (FAC) program. Additionally, the Director of Academic Support is a campus leader who helps provide professional development opportunities for the entire community with respect to learning styles and learning differences. He or she also works in conjunction with our Admissions office to provide expertise on the admissibility of incoming students.

Specific duties include, but are not limited to:

- Provide a clear vision for the Academic Support Center, as well as Focused Academic Coaching at Bridgton Academy
- Provide oversight to the entire Academic Support Center, including providing support and supervision to other Academic Support staff
- Screen and review academic testing of incoming students
- Coordinate non-standard administration of campus-based SAT/ACT tests
- Coordinate NCAA education – impacting disability services applications
- Willingness to support student development in the areas of executive functioning, time management, and organizational strategies.
- Teach one class per semester
- Act as a resource for faculty and staff regarding issues of student academic support
- Provide workshop opportunities for faculty and students on appropriate topics
- In conjunction with the Dean of Studies, support identified struggling students

Other Academy Expectations:

- Working as an advisor with a group of our young men.
- Supervision of evening study hall and weekend supervisions as assigned.

Education:

A Bachelor's degree in special education, education, counseling or similar field. A Master's degree is preferred.

To be considered for this position, submit a cover letter, résumé, and the names of three references to Binaca Hanson, Assistant Head of School, at bhanson@bridgtonacademy.org.

Bridgton Academy does not discriminate in any of its programs, procedures, or practices on the basis of age, color, disability, marital status, national or ethnic origin, political affiliation, race, religion, gender, sexual orientation, military service or other protected status.