



THRIVE AT RYZE

SPECIAL EDUCATIONAL DIRECTOR





COMPANY DESCRIPTION

Ryze Academy is a free public charter school founded to address persistent educational inequities through rigorous instruction, culturally affirming practices, and strong family partnerships. Serving students in grades K–4 and growing to a full K–8 model, Ryze will open in August 2026 to 250 students. Grounded in high expectations, whole-child support, and a deep investment in educator development, Ryze prepares confident, capable leaders ready to thrive and make a difference. At Ryze, we work hard, do good, and commit to making a lasting impact, together.

JOB DESCRIPTION - EC DIRECTOR

Our Special Education Coordinators are passionate, bold and relentless advocates for students. They lead and oversee every part of the school’s Special Education programming while ensuring students with academic challenges and/or disabilities receive the academic, emotional, and physical support they deserve. Above all, they hold an unwavering belief that every student is capable of achieving at high levels—and they fight every day to make that belief a reality.



KEY RESPONSIBILITIES : INSTRUCTION

- Review intake assessments and student data to ensure services align with each scholar's IEP and learning needs.
- Provide push-in, pull-out, small group, and one-on-one instruction.
- Schedule, lead, and facilitate IEP, pre-referral, and Special Education team meetings.
- Manage the full evaluation process, including classroom observations and student assessments.
- Partner with general education teachers to ensure accommodations and modifications are implemented with fidelity.
- Advocate daily for scholars with IEPs and 504 Plans.
- Collaborate closely with families to support scholars' academic and social-emotional growth.
- Maintain accurate student records and prepare compliance documentation.
- Ensure compliance with all local, state, and federal special education regulations.
- Use assessment data to refine instruction, interventions, and programming.
- Develop, oversee, and manage the EC Services schedule.

COORDINATOR SPECIFIC LEADERSHIP DUTIES

- Oversee the development, implementation, and monitoring of all IEPs and 504 Plans.
- Facilitate annual IEP and 504 meetings with scholars and families.
- Write meaningful, measurable goals based on academic growth data.
- Analyze trends in scholar performance with teachers and school leadership.
- Provide direct instruction and model effective differentiation strategies.

RYZE ACADEMY CULTURE

- Build strong, trusting relationships - scholars should feel seen, valued, and supported.
- Partner with families as true collaborators in each scholar's success.
- Participate in ongoing professional development, coaching, and reflection.
- Contribute to weekly community meetings and model Ryze Academy's core values.
- Collaborate with grade-level teams to strengthen instruction and scholar outcomes.

QUALIFICATIONS

- A proven dedication to nurturing students' academic growth and social-emotional well-being
- A genuine passion for collaboration, working closely with both internal teams and external partners to best serve students
- A self-motivated learner who actively seeks feedback and uses it to continuously improve practice and results.

REQUIRED EXPERIENCE

- Academic background in Special Education
- Bachelor's degree from an accredited college or university required before start of employment.
- Strong knowledge of special education law (IDEA, Section 504, state standards) and IEP/504 implementation.
- Prior experience with IEP development, evaluation, and compliance preferred.
- Required: Must have a valid EC License

COMPENSATION

- Compensation for this role is between \$50,000 to \$55,000.
- Starting pay is determined using various factors including but not limited to relevant full-time teaching experience, education certifications, and tenure with Ryze Academy. Candidates without full-time teaching experience will likely have a starting salary of \$50,000.

BENEFITS

- Extensive, best-in-class training and development
- Competitive benefits package including: medical, dental, vision, life, short term disability.
- 403b retirement plan with up to a 4% match.
- Ryze Discounts at many participating local stores and businesses in the triad
- Potential yearly bonuses based on high-level performance.

