



Student Support Coordinator

The Rock Academy, Tennessee's first Opportunity Public Charter School, is committed to re-engaging chronically absent students and foster youth through an inclusive, supportive, and academically rigorous environment. We seek to change the trajectory for students who are often overlooked, ensuring they are seen, welcomed, and equipped for success in life. The ideal candidate shares this deep belief in the potential of all students and a passion for educational equity, approaching their work as a reflective, collaborative, and student-centered practitioner who helps every Rock Academy student thrive academically, socially, and personally.

The Student Support Coordinator at The Rock Academy plays a critical role in ensuring that every student, particularly those with disabilities and Multi-Language Learners (MLLs) receives the academic, behavioral, and social-emotional support necessary to thrive. This position is ideal for a passionate and skilled educator who understands that equity begins with access and individualized support.

Reporting to the principal, the Student Support Coordinator is responsible for and leads all aspects of special education compliance and programming, manages student support systems, and collaborates with teachers, families, and community partners to remove barriers to learning. This role includes direct work with students, guidance for staff, and oversight of interventions that promote growth, belonging, and success for all learners.

Primary Responsibilities

Special Education Leadership & Compliance

- Lead the school's special education program to ensure 100% compliance with IDEA, state, and district requirements.
- Lead and Manage all IEP processes, including meetings, evaluations, documentation, and implementation of accommodations and modifications.
- Collaborate with teachers to design and deliver lessons to ensure accommodations and modifications are planned for and implemented with fidelity.
- Partner with external agencies, related service providers, and evaluators to ensure timely delivery of required services.
- Maintain accurate student records, track and monitor progress toward IEP goals, and prepare all necessary reports and submissions.
- Provide daily instruction, push-in or pull-out, to meet the goals of students' IEPs and to ensure compliance with the IEP.

Multi-Language Learner (MLL) Support

- Coordinate services and supports for MLL students with the MLL Lead Educator, ensuring compliance with state and federal guidelines.



- Support teachers in implementing effective-language-development strategies and classroom accommodations.
- Collaborate with the school leadership team to monitor the progress of MLL students and provide interventions or adjustments as needed.
- Serve as the liaison with district ELL staff and families to ensure clear communication and access to resources.

Professional Development & Staff Collaboration

- Collaborate and support teachers in inclusive practices, differentiation, and behavior management strategies for our exceptional learners.
- Lead professional learning sessions on topics such as accommodations, co-teaching, trauma-informed practice, and culturally responsive instruction.
- Facilitate regular collaboration meetings with general education teachers to ensure consistent implementation of student support plans.

Family & Community Engagement

- Build strong partnerships with families through consistent communication and collaboration on student progress.
- Host family meetings to review IEPs and support plans, ensuring families understand their rights and the school's commitments.
- Collaborate with community organizations to connect students with wraparound supports and enrichment opportunities.

Qualifications

- Valid Tennessee Special Education teaching certificate (required).
- Bachelor's degree required; Master's degree in Special Education, Educational Leadership, Counseling, or a related field preferred.
- Minimum of 4 years of teaching experience, including experience with students with disabilities with proven academic results.
- Experience managing IEPs, 504s, or ELL compliance processes strongly preferred.
- Strong understanding of inclusive education practices.
- Excellent written and verbal communication skills.
- High level of organization, follow-through, and attention to detail.
- Proficiency with digital tools (Microsoft Office, Google Workspace, and virtual learning platforms).

How to Apply:

Interested candidates may apply by clicking on this [application link](#) or by submitting a résumé, cover letter, and three professional references to help@therockacademynashville.org. Selected candidates will be contacted for a formal interview.

Join us in making a difference and empowering students to achieve their full potential!



Equal Employment Opportunity

The Rock Academy is an equal opportunity employer and is committed to building a diverse and inclusive workforce. We do not discriminate on the basis of race, color, religion, gender, sexual orientation, gender identity, national origin, age, disability, military/veteran status, or any other protected characteristic. We strongly encourage candidates from all backgrounds to apply.

This job description is in compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties may be assigned by the Administrator.