



Title: PLACE Services* Director of Learning & Support Services
(*[definition of "P.L.A.C.E. Services"](#))

Reports directly to: Head of School / PLACE Services Director

FLSA Status: Non-Exempt

Parameters of Employment: 12-month, full-time for the 2025-2026 school year, starting August 1, 2025

Employment Status: Salary Exempt At-Will

Application Due Date: Open until filled

Position Overview:

The PLACE Services Director of Learning & Support Services (DLSS) is expected to faithfully employ his/her God-given gifts (i.e. Romans 12:7) to contribute to the mission of Calvin Christian School:

The mission of Calvin Christian School, in cooperation with the home and church, is to teach the whole child from a biblical worldview, founded in the Reformation, providing children from Christian families with an excellent education for a life of Christ-centered service.

The DLSS position is a unique role on campus. As such, the ideal candidate would have:

1. The insight and skills of a master Christian educator, with years of classroom experience honing the learning experience for students (e.g. mission, philosophy, learning outcomes-focused, pedagogy, assessment)
2. Deep commitment to inclusive education for all image bearers in each family God has brought into partnership here at Calvin (fluent understanding of intervention, accomodation & modification of the "curricular experience")
3. God-given gifts of Biblical Christian counseling, serving as the first point of contact for a student in crisis as well as the liaison with parents and sometimes with Christian counselors outside of Calvin who meet with a student/family in need

4. Strong communication and administrative skills to contribute efficaciously to a strong team who are all committed to student success and the strength of the parent-school partnership (e.g. PLACE Services Director and aides, site administrators, curriculum coordinator and teachers)

Please see the [job description](#) below.

To begin the application process, please complete the following steps:

1. On-line [General Employment Application](#),
2. E-mail the following **required documentation** to hr@calvinchristian.school :
 - a. Cover Letter
 - b. Résumé
 - c. Written statement of philosophy of Christian education, with special emphasis on philosophy of inclusive education (including special needs services) for students as well efficacious curriculum/teaching design for Gospel-centered Christian education.
 - d. 3-4 letters of recommendation (one from a pastor who knows your Christian faith and at least one from a trusted authority who could attest to your work both in meeting school-based social-emotional learning needs, special education, counseling, etc.)
 - e. Official or unofficial copy of all college transcripts

Spiritual Requirements:

- As a Christian School, we require our employees to be a professing believer and follower of Jesus Christ as his/her Lord and Savior.
- Per Calvin's mission (and constitution), *administration (and faculty) are expected to be members in good standing at a confessionally reformed church (e.g. URC, CRC, PCA, RCA, OPC) and in-line with Calvin Christian School's Mission Statement, Statement of Faith and school biblical ethics policies.

* Per board policy, a board exception is required if either of these two faculty expectations is not met.

Required Qualifications:

- Master's Degree
- Proven experience in work related to the description of this DLSS role
- Related experience in networking and relationship building
- Computer proficiency skills
- Must be authorized to work in the U.S.
- Desire to live and work in [North County San Diego, CA](#)

Preferred Qualifications:

- Advanced degrees in School Counseling, Special Education or related field
- The ideal candidate would also have experience in special education services.
- Christ-centered service experiences
- Active in hobbies and personal development interests (i.e. music, crafts, travel, exploring nature, etc)

Pay Range: \$75,000-\$93,500

Benefits Offered: Insurance: Health with HRA, Life, and Long-Term Disability
Vision and Dental Reimbursement Plan
Flexible Spending Account (Optional through payroll deduction)
Retirement: 403b with Vanguard

Other benefits: Staff are encouraged to enroll their school-age children at Calvin Christian School, as such there is generous tuition support.
Rich professional development opportunities

Job Description for the PLACE Services Director of Learning and Support Services

1. Student Support Services Coordination:
 - a. Oversee and support PLACE staff and services: including the hiring and training of PLACE staff as well as the implementation of services to support students' academic, emotional, and social well-being.
 - b. Collaborate with Admissions and PSD to follow the admissions process for new families who have students with communicated support needs.
 - c. Process in a timely fashion all PLACE Services referrals.
 - d. In collaboration with the PLACE Services team, develop student support plans for each student receiving PLACE Services.
 - e. Schedule and run PLACE Services team meetings.
 - f. Coordinate with site Administration and faculty on the implementation of the Behavior and Academic MTSS (multi-tiered systems of support).

- g. Minister to parents via communication management.
2. Counseling Services Resource and Training:
- a. Provide short-term, solution-focused intervention for students with experiences that are significantly impacting their ability to learn. The DLSS will not provide long-term personal counseling, but will coordinate referrals and resources for students who need more long-term counseling and support.
 - b. Consult and collaborate with parents, teachers, administration, private therapists, and outside agencies to coordinate the communication and implementation of on-going strategies to support the students' learning.
 - c. Serve as a resource for parents, faculty, and staff to inform and educate about social emotional learning, normal developmental behaviors, and hot topic issues that the students may be experiencing. Make presentations and offer training during staff/faculty professional development days.
 - d. Teach lessons in K-12 classes on Godly social-emotional development (we currently use the *Friendzy* curriculum).
3. Curriculum and Pedagogical Leadership:
- a. Serve on the school's Board Curriculum Committees.
 - b. Work closely with the Curriculum Coordinator, Site Administration and Head of School in the on-going development of curriculum implementation and honing of the learning experience (employing curriculum material, pedagogical development, learning activities and assessment).
 - c. Assist in the analysis and interpretation of standardized testing data to help guide priorities for curriculum and faculty development.
 - d. Work with Administration in coordinating grade level and department meetings to effectively align standards and instruction.
 - e. Observe classroom instruction to guide and support faculty in fostering effective learning environments for all students—including supporting staff in the implementation of accommodations, modifications, and plans for students with diverse learning needs as well as supporting teachers in best practices for classroom management.
 - f. Assist site administrators in defining and evaluating performance expectations for teacher practices.
 - g. Collaborate with Administration to prioritize and plan faculty professional development.

4. Broader Learning Community Liaison:
 - a. Serve as the point of contact to the public school regarding student assessments, ISP management, speech services, and other related services and relationships.
 - b. Partner with All Belong, CSI, CACE, etc.--serving as a point of contact and collaboration for growth.
5. Be an engaged staff member participating in, and contributing to student and community life on campus. Create a vibrant culture within the *Commons* for the importance of exploring and living a “Romans 12” life -- i.e. in a covenant community of faith, one body in Christ, many members with different giftings, measures of faith, etc.
6. Professional expectations:
 - a. Grow professionally via conferences, networking, reading, etc.
CCS partners with the agency called *All Belong* (<https://allbelong.org/about-us/who-we-are/>) to help in the development and growth of PLACE Services.

Physical Demands:

The working conditions and physical demands of this position will be those that must be met to successfully perform the essential duties of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties. The physical environment the incumbent will work in is typically a school environment with moderate noise levels that would be expected in that type of work environment. Outdoor and indoor supervision of playgrounds / workplace for on-going periods occurs regularly. Lift and carry at least 45 lbs or more. The individual must be able to work with children at their eye level and always maintain visual supervision of children, as well as hear, communicate, and comprehend effectively with children, staff, and parents. The individual also must be able to walk, sit, kneel, crawl, carry, push, pull and participate in activities indoors and outdoors as needed in an environment with children and adults.

Required Documents for Employment:

- Complete applications documents (see above)
- Must be in good standing with the law as well as current and/or past schools/organizations
- Valid, negative TB test result (4 years)
- LiveScan (fingerprinting); FBI and DOJ clearance to work in an educational setting



*"Inviting students to be formed by God's Love in Christ,
for a life of wonder, worship, work and wisdom."*

(760) 489-6340 | www.calvinchristian.school | hr@calvinchristian.school



Planning Loving Advocacy **for Christ-Centered Education**



The members of the body of Christ are made up of many different kinds of people with various gifts, and all members of the body are equally important in that we were all created in God's image. Per our mission, Calvin Christian School (CCS) is an extension of the Christian family and we want our campus to reflect all the gifts and abilities of our families. We recognize that not all children learn the same and that many struggle, whether with various learning difficulties and/or disabilities, or with social-emotional mental health challenges. The vision and effort to provide "supplemental services" will enhance various learning opportunities for all students and streamline communication between teachers, parents, and administration. This program will also give parents a better understanding of how Calvin Christian can meet the needs of the whole family, including individual students' specific learning needs. We call these "supplemental services" our P.L.A.C.E. Services -- Planning Loving Advocacy for Christ-centered Education. We see this as a significant part of fulfilling our school mission.

As Christian educators at CCS, it is our goal to educate all of God's children in such a way that all can benefit from a Christian education. All students' lives are enhanced when they learn side-by-side with children who are different from themselves. This is God's sovereign design. A fundamental objective of this program is that it would become an integral part of our community. Creating community within Calvin Christian with diverse learners will help all students to grow in their Christian faith and develop into more virtuous people. The true identity of all image bearers is found uniquely in God's love in Christ, not via a list of performance measures. Consequently, well-formed identity yields the correct ordering of loves, and thus a healthy development and employment of God-given gifting. We receive the blessing of demonstrating the love of Christ to all members of Calvin Christian families by belonging in a complete community that includes a diversity of abilities (cf *All Belong*).

Some of the goals of PLACE Services are:

- To help each student realize that he/she is loved by God thus a valuable and responsible servant of God's creation – i.e to enhance spiritual growth in all students
- To develop the academic, imaginative, social, emotional, etc skills of each student
- To teach strategies for learning to learn, fostering a lifetime love of learning (an act of worship)
- To develop communication skills and teach appropriate behaviors
- To empower staff to identify and meet unique needs of diverse learners
- To help students and their parents understand each student's own strengths and limitations (i.e. each child as God's unique image bearer)
- To accommodate and coordinate individual curriculum as necessary
- To continually refine and evaluate effective teaching strategies

Key Concepts for PLACE Services Name Development:

- Every student reflects God's image
- Every student has been placed in our world by God for God's ultimate sovereign purpose
- As His redeemed, we are one body with many members and every partnership/relationship is valuable (2 Cor 12)
- We experience Christ's love by belonging in a complete community that includes a diversity of abilities

References:

Holy Bible

Sunshine G and Padgett T (2021) The Image Restored: The Imago Dei and Creation. Colson Press

All Belong organization (<https://allbelong.org/>)