

Notice of Vacancy

Reference Number: DOE-022-24

Title: Education Program Development Specialist 1

Range/Title Code: P26/70339

Salary: \$75,386.19 - \$107,247.18

Position Number: 949554

Issue Date: March 25, 2024

Closing Date: April 15, 2024

Hours of Work: Monday & Thursday: 8:15 am – 4:00 pm

Tuesday & Wednesday: 8:15 am – 3:45 PM

Friday: 8:15 am – 3:15 PM

Location: Ewing, New Jersey

Division: Division of Educational Services, Marie H Katzenbach School for the Deaf

Description

Under direction of a supervisor, assists in the design, production, and delivery of curricula, training, program improvement, and related education services to education agencies to ensure achievement of mandated goals and to meet existing and emerging needs; performs mandated regulatory functions; under supervision, performs work of a professional nature in monitoring and evaluating education programs in school districts statewide; uses a variety of developmentally-appropriate materials, resources, and assessments to meet the individual needs of students per their Individualized Education Program(IEP); addresses social, emotional, environmental, family, and other needs that impact a student's ability to perform in school; acts as a liaison between the school, family, sending school district, and community; acts as a consultant to staff to provide guidance and support during situations that require a child-centered approach; completes counseling-related portions of the Individualized Education Program (IEP) and participates and leads Individualized Education Program (IEP) meetings as necessary; consults with the school's Board Certified Behavior Analyst (BCBA) on student behavior plans; coordinates with outside agencies that perform

services in school, such as Pre-Employment Transition Services(Pre-ETS); participates in activities that promote a positive school culture and climate; provides staff training annually on topics such as child abuse recognition and reporting, substance abuse, and other relevant topics; and performs other related work as required.

Requirements

Education

Graduation from an accredited college or university with a Master's degree in Education or related field.

Note: Graduation from an accredited college or university with a Master's degree in any field AND possession of a New Jersey Teacher's, Supervisor's, or School Administrator's certificate issued by the State Board of Examiners and/or other professional endorsement in field may be substituted for the above education.

Experience

Three (3) years of experience in education programs in a school district or other educational institution.

Preferred Education/Experience

Proficient in American Sign Language (ASL) and English; must have strong written communication skills and ability to use school technology platforms; experience with Positive Behavior Supports in Schools (PBSIS), transition programs for high school students, and community agencies that support the deaf community.

Special Note (MKSD)

Note: Ability to communicate in American Sign Language preferred, or a commitment to learn American Sign Language in two (2) years.

Note: All final candidates must be fingerprinted and bear the \$78.38 cost of the criminal history check in order to qualify for employment at the Marie H. Katzenbach School for the Deaf.

For more information on the Marie H. Katzenbach School for the Deaf, visit www.mksd.org

Open to the Following

In accordance with the New Jersey First Act P.L. 2011 c.70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment.

Applicants must meet the open competitive requirements listed on the job specification on file at the Civil Service Commission. You may access the job specification through the Civil Service Commission's website <https://info.csc.state.nj.us/jobspec/70339.htm>.

Interested candidates may apply via: <https://www.nj.gov/education/careers/>.

Authorization to Work

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Immigration and Customs Enforcement regulations. Note: The State of New Jersey does not provide sponsorships for work visas.

SAME Applicants

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program, visit their website at: nj.gov/csc/same/overview/index.shtml, email: CSC-Same@csc.nj.gov, or call the Civil Service Commission at (609)-292-4144, option 3.

EOE/AA Statement

The New Jersey State Department of Education is an Equal Opportunity Employer, has an Affirmative Action Program, and will not discriminate against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States, and is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.