

Notice of Vacancy

Reference Number: DOE-035-24

Title: Education Program Development Specialist 2 (Special Education)

Range/Title Code: P28/70341V

Salary: \$82,643.36 - \$117,769.55

Position Number: 934324

Issue Date: 4/29/2024

Closing Date: 5/13/2024

Core Hours of Operation 7:30 a.m. – 5:30 p.m.

Location: Trenton, New Jersey

Division: Division of Educational Services, Office of Special Education

Description

Under the direction of the Director, Office of Special Education, in a State Department, designs, produces, and delivers Special Education curricula, training, program improvement, and related education services to education agencies to ensure the achievement of mandated goals and to meet existing, and emerging needs; performs mandated regulatory functions; performs work of a difficult nature and generally works independently in the monitoring and evaluation of education programs in school districts statewide; and performs other related work as required.

Supports the general supervision of responsibilities required under the Individuals with Disabilities Education Act (IDEA) related to regulatory compliance; monitors local education agencies to ensure compliance with state and federal special education laws and regulations; develops reports and verifies completion of corrective action; provides training and technical assistance to Local Education Agencies on all aspects of regulatory compliance with state and federal special education regulations; and performs other related work as required.

Requirements

Education

Graduation from an accredited college or university with a Master's degree in Special Education or a field related to Special Education, as determined by the appointing authority.

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

Four (4) years of experience in a school district or other educational institution in programs providing Special Education.

Preferred Education/Experience

Demonstrated experience as a classroom teacher providing special education to students with disabilities, learning disabilities teacher-consultant, or as a supervisor or director of special services; demonstrated knowledge of state and federal special education regulations; experience writing reports; experience developing policies and procedures; demonstrated experience in special education data analysis and evaluation; demonstrated experience providing training and technical assistance to groups of various sizes.

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 info.csc.state.nj.us/jobspec/70341V.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: SAME@csc.nj.gov, or call the Civil Service Commission at (833) 691-0404.

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.