



***AMENDED JOB VACANCY POSTING**

POSTING #: 425-24 **ISSUE DATE:** October 11, 2024

TITLE: SUPERVISOR OF EDUCATIONAL PROGRAMS 1 (UNCLASSIFIED) ***CLOSING DATE:** October 25, 2024

FUNCTIONAL TITLE: SOUTHERN REGION CHILD STUDY TEAM MANAGER

LOCATION: Department of Children and Families (DCF)
Office of Education, Central Office
50 East State Street
Trenton, NJ 08625

Or

Department of Children and Families (DCF)
Office of Education Regional School,
Gloucester Campus
842 Glassboro Road
Williamstown, NJ 08094

POSITIONS: 1 **RANGE:** R30

DISTRIBUTION: STATE-WIDE **SALARY:** \$93,816.41 - \$133,882.16

SCOPE OF ELIGIBILITY: Subject to current promotional and hiring restrictions.

SPECIAL NOTE: Possession of a valid New Jersey Supervisor or Principal (standard or CE) Certificate issued by the New Jersey Department of Education. Include copy of certification with resume. Experience with special needs and/or at-risk students preferred.

- Candidate possessing Child Study Team Certification (School Social Worker, School Psychologist, Learning Disabilities Teacher Consultant) and related experience preferred.
- Knowledge of Special Education Law preferred.

SPECIAL NOTE: Position requires statewide travel.

DEFINITION: Under direction of a supervisory official in a state department, institution, or agency, organizes, administers, and supervises the total educational program in institutions or agencies where the staff numbers ten (10) or more educational personnel. Supervises staff and work activities. Prepares and signs official performance evaluations for subordinate staff; does related work as required.

REQUIREMENTS: Possession of a valid standard New Jersey Supervisor or Principal Certificate **or** Principal Certificate of Eligibility issued by the New Jersey Department of Education.

SPECIAL NOTE: Must be able to physically lift, move and position students.

RESUME NOTE: Eligibility determinations will be based upon information presented on the resume only.

Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

PUBLIC SERVICE LOAN FORGIVENESS: As a prospective employee of the State of New Jersey, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at StudentAid.gov/PSLF

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: <https://nj.gov/csc/same/overview/index.shtml>, email: CSC-SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

IMPORTANT NOTICE

RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter, resume and **copies of appropriate educational certificates** as a **single PDF document**, saving the file by your **Last Name, First Name** to:

[**Job.Posting@dcf.nj.gov**](mailto:Job.Posting@dcf.nj.gov)

Include **Job Posting #** in the subject line of your email.

The Department of Children and Families is an Equal Employment Opportunity Employer and is committed to fostering a respectful and inclusive work environment which reflects the diversity of the state we serve.