

Notice of Vacancy

Reference Number: DOE-089-24

Title: Education Program Development Specialist 1 (Special Education)
(Early Literacy Specialist)

Range/Title Code: P26/70339V

Salary: \$78,024.71 - \$111,000.80

Position Number: 918889

Issue Date: December 20, 2024

Closing Date: January 10, 2025

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 direction of a supervisor in the Office of Special Education, assists in the design, production, and delivery of 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; under supervision, performs work of a difficult nature in the monitoring and evaluation of education programs in school districts statewide; and performs other related work as required.

The Special Education Early Literacy Specialist will collaborate with Office of Special Education staff, school districts, county offices, and additional offices within the New Jersey Department of Education to develop resources, provide training, and provide technical assistance in the area of early literacy and effective intensive reading intervention for students with disabilities.

Requirements

Education

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

Note: Applicants who possess a Master's degree which is not in Special Education or a related field may substitute a NJ educational certificate issued by the State Board of Examiners and/or other professional endorsement in Special Education, as Teacher of the Handicapped, Learning Disabilities Consultant, School Psychologist, School Social Worker, or certification in a related field.

Experience

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

Preferred Education/Experience

Content knowledge in evidence-based early literacy practices; knowledge of current practices, historical perspective, and future trends in teaching literacy in Special Education; knowledge in data analysis processes relevant to early literacy; the ability to develop, implement, and manage pre-service and in-service staff training programs; the ability to evaluate the effectiveness of instructional programming in early literacy and to provide planning and program improvement assistance to targeted schools; the ability to interface with community groups, school district professional staff, and other professionals; and support all aspects of the development and implementation of aligned, evidence-informed literacy practices in preschool through grade 5.

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.nj.gov/jobspec/70339V.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.