



State of New Jersey

DEPARTMENT OF EDUCATION

Notice of Vacancy

The Commissioner of Education invites applications from qualified candidates for the following:

Reference Number: DOE-028-23

Title: Education Program Development Specialist 2
(Special Education) (Early Literacy Specialist)

Range/Title Code: P28/70341V

Salary: \$79,848.66 - \$113,786.94

Position Number: 910212

Issue Date: March 16, 2023

Closing Date: April 13, 2023

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 general direction of the Director, Office of Special Education, 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.

Examples of Work: Provides technical assistance in designing and implementing plans to increase academic achievement and functional outcomes for students with disabilities; in cooperation with county offices and regional units, conducts training activities for staff employed in education agencies; develops program guidelines in the area of curricula and instructional materials and methods as directed; and reviews research, literature, and legislation and consults with experts in the discipline(s) to ascertain current and future trends in curricular area(s) of responsibility.

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

Preferred Education/Experience: Expert 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 preservice 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 <https://info.csc.state.nj.us/jobspec/70341V.htm>.

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.

Forward a cover letter and resume electronically to:

resume3@doe.nj.gov (include the Reference # in the subject line)

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: SAME@csc.nj.gov, or call the Civil Service Commission at (833) 691-0404.

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.