

APPLICATION OF POSITION VACANCY

Putnam County Public Schools

200 Reid Street Palatka, Florida 32177

APPLICATION DEADLINE: June 27, 2021

POSITION TITLE: Coordinator, Virtual Instruction, FDLRS Administration

JOB LOCATION: NEFEC *(This position is with the statewide FDLRS Administration/HRD Project located at the North East Florida Educational Consortium.)*

DATE OF VACANCY: Immediately

JOB DESCRIPTION: See Attached

MINIMUM QUALIFICATIONS: Bachelor's Degree from an accredited college or university in Exceptional Student Education, General Education, Technology and/or Instructional Design, or a related field; Valid Florida teaching certificate. Certification in ESE preferred; Minimum of five (5) years teaching experience. ESE preferred; Significant professional experience in virtual professional learning, webinars, technology incorporation, media production, and communication strategies; Minimum of five (5) years of experience in delivery of services to education professionals through workshops, training of trainers or curriculum resources; Computer proficiency; Valid Florida Driver's License; Satisfactory criminal background check and drug screening.

DESIRED QUALIFICATIONS: Advanced skills in website design and programming, assistive and instructional technology, and virtual platforms.

Pay Grade 7 – salary range \$58,500 - \$91,140

****ONLY SELECTED APPLICANTS WILL BE INTERVIEWED**
INTERVIEW TO BE SCHEDULED WITH THE DEPARTMENT HEAD:**

Mary Ann Ahearn

VETERANS PREFERENCE AVAILABLE UPON REQUEST

HOW TO APPLY: Complete a Putnam County District School Board online application.

NOTE TO APPLICANT: Applications will not be accepted after the application deadline.

AFFIRMATIVE ACTION – EMPLOYMENT: Discrimination on the basis of religion, race, national origin, color, handicap, sex, age, marital status, or parental status is prohibited in the recruitment, hiring, assigning, promotion, paying, demoting, or dismissal of employees of the District school Board of Putnam County.

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FOR CURRENT POSITIONS VISIT

<http://www.putnamschools.org>

EQUAL OPPORTUNITY EMPLOYER

