

# APPLICATION OF POSITION VACANCY

Putnam County Public Schools

200 Reid Street Palatka, Florida 32177

**APPLICATION DEADLINE:** January 24, 2018

**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. **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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Lafayette, Levy, Marion, Nassau, Putnam, St. Johns, Suwannee, Union, P.K. Yonge School, FSDB 01/12/18

**FOR CURRENT POSITIONS VISIT**

**<http://www.putnamschools.org>**

**EQUAL OPPORTUNITY EMPLOYER**

