

APPLICATION OF POSITION VACANCY

Putnam County Public Schools

200 Reid Street Palatka, Florida 32177

APPLICATION DEADLINE: January 15, 2021

POSITION TITLE: Coordinator, ESE Special Projects

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, Masters preferred; valid Florida teaching certificate in Exceptional Student Education; SIM Certified Professional Developer; minimum of five (5) years experience in ESE Administration; minimum of five (5) years teaching experience in ESE; knowledge of online delivery instruction; valid Florida Driver's License; satisfactory criminal background check and drug screening. **PREFERRED QUALIFICATIONS:** Knowledge of the FDLRS' Network; experience in project management; background in delivering quality virtual and in-person professional learning opportunities; experience with budgets; ability to coordinate multi-faceted projects; understanding of and certification in exceptional student education; excellent oral/written communication skills; team player; demonstrates initiative; self-starter; committed to serving others. 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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<http://www.putnamschools.org>

EQUAL OPPORTUNITY EMPLOYER

