

THE NEW YORK CITY DEPARTMENT OF EDUCATION  
DIVISION OF HUMAN RESOURCES & TALENT  
65 COURT STREET  
BROOKLYN, NEW YORK 11201

Posted Date: September 10, 2012

Deadline Date: October 11, 2012

**Teacher Assigned Vacancy Circular No. 7 2012-2013**  
**(SUBJECT TO FUNDING AVAILABILITY)**

**POSITION:** Bilingual Education Special Education Specialist  
(Teacher Assigned A)

**LOCATION:** TBA – **INTERNAL CANDIDATES ONLY**

**ELIGIBILITY:** New York City licensed, appointed, bilingual tenured special education teacher, guidance counselor, social worker or school psychologist

**SELECTION CRITERIA:**

- Masters Degree in bilingual special education or a related service area: speech, school psychology, social work, and guidance.
- Minimum of five (5) years satisfactory experience working with students with disabilities.
- Experience providing professional development on topics related the education of limited English proficient students, and English monolingual and limited English proficient students with disabilities.
- Evidence of building strong relationships with professional peers, parents, and community members.
- Collaborative approach to managing projects and activities.
- Knowledge with New York State laws relating to the provision of instruction and services to general and special education students.

**DUTIES AND RESPONSIBILITIES:**

Under the supervision of the Regional Special Education - Technical Support Center (RSE-TASC) Regional Coordinator the Bilingual Special Education Specialist will:

- Provide information, professional development, and technical assistance on the referral, assessment, and provision of instruction to culturally and linguistically diverse students with suspected and/or identified disabilities.
- Offer professional development and technical assistance to schools that have completed or will be engaging in a self-review monitoring process required by specific indicators of the State Performance Plan relating to disproportionality.
- Participate in meetings with the NYSED Bilingual Special Education Network (BETACs);
- Complete NYSED-mandated data reports; gathers data and drafts required reports and/or correspondence.
- Attend all mandatory NYSED/RSE-TASC conferences, and professional development, including statewide network conferences.

**SALARY:** As per UFT Collective Bargaining Agreement

**WORK SCHEDULE:** As per UFT Collective Bargaining Agreement  
Monday – Friday; 8:00 AM to 4:00 PM

**APPLICATION:** Please apply in writing expressing your interest and qualifications including copies of your teaching credential, resume, and file number by **October 11, 2012**,

To:

Cathy Oliver at  
[coliver@schools.nyc.gov](mailto:coliver@schools.nyc.gov)

**AN EQUAL OPPORTUNITY EMPLOYER**

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APPROVED: \_\_\_\_\_



Charles Peebles, Executive Director  
Division of Human Resources & Talent