

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

**Posted Date: September 29, 2009
Deadline Date: October 23, 2009**

Teacher Assigned Vacancy Circular No.15, 2009-2010 (School Year)
(SUBJECT TO FUNDING AVAILABILITY)

POSITION: Non-District Program Specialist
(Teacher Assigned A)

LOCATION: TBA

ELIGIBILITY: New York City Department of Education licensed, appointed, and tenured teacher

SELECTION CRITERIA:

- Masters Degree in 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 researching, organizing, and conducting professional development for teachers.
- Collaborative approach to managing projects and activities.
- Knowledge of special education law, regulations and policy, and experience in providing professional development and planning and implementing school improvement initiatives
- Knowledge of the issues, concerns and needs of students with developmental and emotional disabilities and challenging behaviors in approved private schools.

DUTIES AND RESPONSIBILITIES:

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

- Provide technical expertise, training, and information to SED approved private schools and other non-district providers of special education services on effective and research-based instructional practices.
- Design and delivers professional development and support focused on literacy, behavior support, and instruction for students with disabilities.
- Collaborate with VESID/Special Education Quality Assurance's Non-district Unit.
- Complete SED-mandated data reports; gathers data and drafts required reports and/or correspondence.
- Attend all mandatory SED/NYC RSE-TASC conferences, meetings, trainings, and professional development, including statewide network conferences.
- Use the Quality Indicator Review and Resource Guide, and other tools, to analyze and inform instructional practices.
- Conduct an assessment of quality instructional and behavioral practices in identified non-district programs.

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 23, 2009** to:

Rita Philpot at
NYCRSETASC@schools.nyc.gov

An Equal Opportunity Employer

It is the policy of the Department of Education of the City of New York to provide educational and employment opportunities without regard to race, color, religion, creed, national origin, alien, age and citizenship status, age, marital status, disability, sexual orientation, gender (sex) or prior record of arrest or convictions (except as provided by law), and to maintain an environment free of discriminatory harassment, including sexual harassment, or retaliation, as required by civil rights law. Inquiries regarding compliance with this equal opportunity policy may be directed to: Office of Equal Opportunity, 65 Court Street, Room 923, and Brooklyn, NY, 11201.

APPROVED: *Gary Barton*
Gary Barton,
Division of Human Resources