

NOTICE OF VACANCY
May 3, 2023

TITLE OF VACANCY: Director of Special Education

LOCATION: Student Support Services

DAYS PER YEAR: 226 days

REPORTS TO: Superintendent of Schools

REQUIREMENTS / QUALIFICATIONS:

1. Master's degree required, preferably in Educational Administration.
2. Illinois Professional Educators License with Director of Special Education Endorsement and/or Illinois Approval for Special Education Director required by start of 23/24 school year.
3. Administrative and/or Special Education Supervision experience preferred.
4. Illinois General Administrative or Principalship endorsement preferred.
5. Knowledge of all State and Federal Statutes related to special education as well as legal implications.
6. Knowledge of Every Student Succeeds Act (ESSA) .
7. Ability to plan, implement and evaluate special education programs and staff in line with the Performance Evaluation Reform Act (PERA).
8. Knowledge of research-based behavioral (trauma-informed) practices, inclusive schools, best practices for students that have dyslexia or dyslexic tendencies and assessment practices for all students including Multi-Tiered Systems of Supports.
9. Working knowledge of instructional and structural best practices in all special education classrooms with a wide range of disabilities.
10. Strong interpersonal, organizational and communication skills.

RESPONSIBILITIES:

1. Oversee the development and administration of the District's Individuals with Disabilities Education Act (IDEA) Grants (pre-K and K-12) and the English as a Second Language Grant for English Language Learners (ELL). This includes both managing the budgets for each of the grants as well as developing and maintaining a comprehensive continuum of supports and services for students with disabilities and ELL students from preschool, age three, through high school graduation for both public and nonpublic schools.
2. Manage the Special Education Supervisors and the programs such as:
 - a. Community Based Programs
 - b. English Language Learners' Services and Program
 - c. Special Education Attendants
 - d. Crisis Intervention and Prevention Systems (CPI)
 - e. Child Find
 - f. Early Childhood, Elementary, Middle and High School Special Education Services and Programs
 - g. Health Services
3. Serve on several district and community teams such as: Superintendent's Cabinet, Teaching and Learning, Principals' Professional Development, Instructional Support Services, Family and Community Engagement and Parent Mentoring programs, and support the Springfield Parents of Students with Disabilities and Community Based Behavioral Health programs (MOSAIC).
4. Serve as an instructional leader by supporting curriculum, assessment and inclusion practices and other initiatives to best serve students.
5. Maintain healthy relationships and communication with federal and state agencies as they relate to Students with Disabilities and English Language Learners.
6. Serve as the department's ex-officio member of the District Curriculum Council.
7. Provide guidance and evaluate district Student Support Services, programs, and staff.

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8. Supervise and coordinate specialized services for district and private/parochial students with health and/or social emotional needs.
9. Supervise and evaluate Special Education staff in order to attain the objectives of the department and district.
10. Collaborate and work with the Special Education Task Force and Union Liaisons
11. Continue personal and professional growth and apply acquired skills.
12. Provide leadership to help implement department and district improvement efforts.
13. Knowledge of community resources and services for students including partnerships to create transitional services and off campus opportunities for students.
14. Other duties as assigned.

We are seeking applicants for the Director of Special Education in Springfield Public Schools District 186, which is located in Springfield, IL. As the capital of the State of Illinois, District 186 sits in the heart of opportunity to serve over 3,000 students identified as having a disability, with close proximity to state agencies that serve these students statewide. Springfield Public Schools serves 13,000 students overall and operates its own Department of Special Education. The department is comprised of over 600 special educators and support staff serving our students in a variety of program settings from the classroom to community based programs. The Director of Special Education has served for five years in our District and has nobly served our system and we look forward to continuing the vision for the future for students with disabilities in District 186.

APPLICATION DEADLINE:

May 12, 2023 at 4:00 PM

EFFECTIVE DATE:

First contractual day of the 2023-2024
District 186 226-Day calendar

SALARY RANGE: Competitive – based upon education and experience

BENEFITS: Personal/Vacation Time - Sick Leave – Medical Insurance – Life Insurance – Retirement Program

HOW TO APPLY: go to <https://www.sps186.org/page/human-resources> and click on certified vacancies, follow online instructions *OR*

Refer application and resume to:

Gina McLaughlin-Schurman
Assistant Superintendent of Human Resources
Springfield Public Schools District 186
1900 West Monroe Street
Springfield, IL 62704
217-525-3006

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