



GRIFFIN REGIONAL EDUCATIONAL SERVICE AGENCY

Serving South Metro County School Systems since 1966
BUTTS - FAYETTE - HENRY - LAMAR - NEWTON - PIKE - SPALDING - UPSON
Dr. Stephanie L. Gordy, Executive Director



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PLEASE POST
JOB ANNOUNCEMENT

December 3, 2021

POSITION: School Improvement & Special Education Specialist
(New Position)

EMPLOYMENT TERMS: 220-day contract includes benefits (*insurance & TRS retirement pension*)

REPORTS TO: Director of School Improvement & Director of GLRS

MINIMUM QUALIFICATIONS:

- Certification at the L-5 Level
- Experience teaching special education students
- Minimum of five (5) years of experience working in a public-school education setting
- Training and experience in delivering job-embedded PL and monitoring effectiveness
- Proficient skills in oral and written communication, leadership, organization, and technology
- Demonstrated high level skills in leadership, interpersonal skills, public relations, planning, organization, presentation, and implementation of activities with minimal supervision

PREFERRED QUALIFICATIONS:

- Experience as a School Administrator preferred

COMPETENCIES NECESSARY TO DO THE JOB:

- Provides job-embedded professional development and coaching for both regular and special education educators
- Ability to support special education educators in the planning and implementation of high leverage practices
- Provides high-quality mentoring, coaching, and professional learning for educators
- Coordinates activities centered on increasing achievement for students
- Experience in the development and successful implementation of school strategic/improvement plans
- Experience in analyzing data, and using this data to inform strategy and process/program requirements
- Ability to work in a fast-paced environment with multiple timelines with attention to detail
- Exceptional ability to bridge and enhance cooperative working relationships
- Ability to maintain emotional control under stress
- Ability to manage several projects with fidelity
- Proficient with Microsoft Office Suite and related technology

BEGINNING DATE: *Late January or February*

APPLICATION DEADLINE: *January 10, 2022, or Until Filled*

TO APPLY: Submit letter of intent, resume with a list of references including complete contact information, and a copy of Georgia certificate to:

**Griffin RESA
Human Resources Department
440 Tilney Ave
Griffin, GA 30224**