



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

February 16, 2024

POSITION: Teacher & Leadership Preparation/PL Specialist
(To replace a retiring staff member for 2024-2025)

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

SUMMARY: A Regional Educational Service Agency (RESA) that has been in business since 1966 and serves school systems in the South Metro suburbs seeks to fill the position of Teacher & Leadership Preparation/PL Specialist. This new position will assist the Director of Alternative Certification (TAPP & APEL) and the Alternative Certification Coordinator in serving our large and growing Teacher & Leader Preparation Programs including TAPP (*Teacher Alternative Preparation Program*) with 200+ TAPP Teacher Interns and APEL (*Alternative Preparation of Educational Leadership*) with a cohort of 100+ APEL Leadership Interns. This position also provides professional learning to our region. This position is a 220-day position and includes benefits (*insurance and TRS pension*).

REPORTS TO: Director of Alternative Certification (TAPP & APEL)

MINIMUM QUALIFICATIONS:

- Certification at a minimum of the L-5 Level
- Recent K-12 school leadership/public school administrative experience (*assistant principal, etc.*)
- Demonstrated high level skills in leadership, interpersonal skills, public relations, planning, organization, presentation, and implementation of activities with minimal supervision
- Minimum of three (3) years of experience working in a public school leadership setting
- Training and experience in delivering job-embedded PL and monitoring effectiveness
- Technology skills
- Demonstrated high level skills in leadership, interpersonal skills, public relations, planning, organization, presentation, and implementation of activities with minimal supervision

COMPETENCIES NECESSARY TO DO THE JOB:

- Provides job-embedded professional development and coaching for educators
- Assists local administrators and TAPP & APEL Candidates in adherence with TAPP & APEL certification requirements
- Conducts TAPP & APEL Seminars and Professional Learning Courses
- Provides support and feedback to the TAPP & APEL Candidates and fulfills all the field supervisor responsibilities for designated candidates
- Provides professional, consistent, and clear communication to candidates and member school systems
- Maintains and updates the Griffin RESA TAPP& APEL Database
- 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
- Proficient with Microsoft Office Suite and related technology

BEGINNING DATE: *July 2024* **APPLICATION DEADLINE:** *March 6, 2024 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
P. O. Box H
Griffin, GA 30224**