IOSCO REGIONAL EDUCATIONAL SERVICE AGENCY
27 N. Rempert Rd.
Tawas City, MI 48763
Phone 989.362.3006/ Fax 989.362.9076
www.ioscoresa.net

VACANCY NOTICE

Position Title: Special Education Director

Position Summary: This position will utilize leadership, supervisory and administrative skills to support and advance special educational programming, county-wide initiatives and technical assistance for staff, students, and families.

Essential Functions:

- Demonstrates unwavering ethics and integrity, paired with a solution-oriented mindset that actively eliminates barriers and creates meaningful opportunities that support the Iosco RESA mission and vision.
- Develops and administers special education programs and services in compliance with the Individuals with Disabilities Education Act (IDEA), the Michigan Administrative Rules for Special Education (MARSE) and Section 504.
- Collaborates regularly and intentionally with other special education leaders in Iosco County.
- Works cooperatively with local district administrators.
- Sets and achieves challenging goals; demonstrates persistence and overcomes obstacles; measures self against standard of excellence.
- Regularly evaluates special education programs, services, and procedures, and coordinates required special education monitoring.
- Follows policies and procedures; completes administrative tasks correctly and on time; compiles and maintains all required reports and records.
- Establish and maintain an accountable system to ensure offers of FAPE, implementation, and technical assistance.
- Oversight of behavior initiatives, including the focus area, grants, and work with leadership and staff.
- Arranges, develops, and/or provides appropriate professional learning opportunities for IRESA and LEA staff.
- Works collaboratively with the Superintendent to determine staffing needs, recruiting, screening, interviewing, and recommending qualified candidates for open positions.
- Stays informed, updated and knowledgeable, for the purpose of properly interpreting rules, regulations, laws, statutes and policies that affect special education and Section 504.
- In collaboration with central office colleagues, develops special education budget recommendations and provides oversight of expenditures and implements procedures for purchasing special education equipment and supplies.

Qualifications & Knowledge Base:

- Temporary or full approval as a Director of Special Education as outlined in R340.1771 of PA 451.
- Earned Master's Degree
- Full approval in a least one area of special education.
- Three years successful experience in special education administration or professional practice.
- Valid Michigan driver's license

Other Skills & Abilities: Ability to apply knowledge of current research and theory in field of Special Education. Ability to establish and maintain effective working relationships with students, staff and the community. Ability to communicate clearly and concisely both in oral and written form. Ability to perform duties with awareness of all RESA requirements and Board of Education policies.

Salary/Benefits: Salary commensurate with experience and full benefit package.

To Apply: Please submit a cover letter, resume including three-five professional references, three letters of recommendation, and applicable credentials to:

Iosco RESA
Attn: S. Grover
27 N. Rempert Road
Tawas City, MI 48763
FAX: 989.362.9076
email: sgrover@ioscoresa.net

Deadline: until filled

The Iosco Regional Educational Service Agency does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. Title IX Coordinator: Jay Young, CTE Director, 27 N. Rempert Road, Tawas City, MI, 989-362-3006; jyoung@ioscoresa.net.