OF THE STATE	JOB OPPORTUNITY DEPARTMENT OF CORRECTIONS WHITTLESEY ROAD P.O. BOX 863 TRENTON, NJ 08625		DEPARTMENT OF CORRECTIONS	
THIS POSTING IS <u>ONLY</u> OPEN TO THE FOLLOWING:				
Current Department of Corrections employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions		Issue Date:	May 10, 2024	
State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions		Posting No.:	203-24	
Interested individuals who meet the stated requirements				
TITLE: Education Program	n Specialist 1	SALARY:	\$90,643.87 - \$129,354.76	
LOCATION : Central Office, Office of Educational Services, Compliance, Integrity and Accountability Unit – Trenton, NJ				

JOB DESCRIPTION: Under general direction of a supervisory official in a state department, institution, or agency, takes the lead to design and produce curriculum, training, and related educational services and materials to ensure the achievement of mandated goals and existing and emerging needs; is an expert in and works with a high level of independence in one or more of the following areas: Adult Secondary Education, Adult Basic Skills Education, GED Programs, K-12 Education, Bilingual/Compensatory Education, Handicapped Education, Vocational Education, General/Academic Education, Pupil Transportation, or School Facilities Education; does related work as required. This position will require travel to institutions statewide.

More specifically, this position will report to the Assistant Commissioner of the Division of Programs and Reintegration Services and shall be responsible for monitoring compliance, integrity and accountability of all academic and career technical education areas: NJSTEP, ABE, CTE, and SFEA, create data informed methods to conduct analysis, and conduct on going student, faculty, and partner interviews. The candidate must have a working knowledge of the NJDOE and NJLWD standards and regulations for education and training and able to provide recommendation for improving and expanding education services. Travel to correctional facilities statewide is required.

REQUIREMENTS

EDUCATION: A Master's degree from an accredited college or university in education or a related field.

EXPERIENCE: Five (5) years of professional experience in education with emphasis on curriculum, training, and program development.

CERTIFICATE: Possession of a valid New Jersey Standard Teacher's Certificate or a similar license issued by the State Department of Education.

Preference for interview will be afforded to candidates with a Master's degree in the field of education along with a valid Principal Certificate issued by the New Jersey Department of Education; thorough understanding and experience of the School Facilities Education Act; well-versed in the regulation pertaining to services to that population, namely NJ6A and 18A.

PLEASE INCLUDE RESUME AND COPY OF <u>TRANSCRIPTS</u>, <u>CERTIFICATES AND/OR LICENSES</u> (UNOFFICIAL COPIES ARE ACCEPTABLE) IN YOUR RESPONSE. <u>POSTING TITLE AND NUMBER MUST BE INCLUDED IN</u> <u>THE SUBJECT LINE OF YOUR E-MAIL</u>. <u>ALL ATTACHMENTS MUST BE SENT IN PDF OR WORD FORMAT</u> <u>ONLY</u>. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN <u>MAY 24, 2024</u>.

Forward Response To:	Civilian Recruitment – Office of Human Resources	
	Central Office Regional Personnel Services, Region 6	
	P.O. Box 863	
	Trenton, NJ 08625-0863	
Emailed resumes are to be		
sent <u>only</u> to:	Civilian.Recruitment@doc.nj.gov	

The SAME program allows candidates, who identify as having a significant disability, to apply for non-competitive and unclassified positions through a fast track hiring process. For more information about the SAME program and the Fast Track Hiring program, visit the CSC Website at: https://nj.gov/csc/same/overview/index.shtml, email: SAME@csc.nj.gov or please clickhere. If you have any questions, please email, or call the contact as indicated on the job vacancy announcement. If you are applying under the NJ "SAME" program, your supporting documents must be submitted along with your resume by the closing date indicated above.

The New Jersey Department of Corrections is an Equal Opportunity Employer