



## **Employment Opportunity**

**Position:** Director of Statewide Education and Family Services

**Date Open:**

**Location:** Falmouth

**Date Closed:** February 11, 2022 or until suitable candidate is found

The Maine Educational Center for the Deaf and Hard of Hearing and the Governor Baxter School for the Deaf (MECDHH/GBSD) is seeking a highly motivated, experienced Deaf-Education Director who possesses strong skills in Deaf education, communication skills, proven school administration and leadership skills and organizational qualities to fill a full time, 260-day position of **Director of Statewide Education and Family Services**.

### **Primary Responsibilities**

- **Develop, implement, supervise, manage and evaluate all Statewide Education and Family Services Programs Including:**
  - Deaf Education Site Based Programs
    - Mackworth Island Preschool
    - Portland Site Based Program
    - Brewer Site Based Program
    - New Site Based Programs
  - Statewide Public School Outreach Programming for students age 3-22
  - Kids Like Me Social Emotional Programming
  - Statewide Family Learning Days /weekends
- Oversee accountability for the MECDHH/GBSD IEP process and provision of services
- Lead, guide and direct department coordinators to assist in the oversight and implementation of statewide programming
- Responsible for a system of supervision and evaluation for all Pre-k-12 staff
- Monitor the maintenance of required child records per Maine CDS/DOE and Local Entitlement grant requirements
- Collaborate with Child Development Services, Special Education Directors and community-based program administrators
- Administer allocated funds in order to ensure proper use and control of department
- Attend weekly Leadership Team meetings and assist Executive Director to promote continuous improvement and meet organizational goals.
- Attend Board meetings and present information when requested by the Executive Director

### **Minimum Qualifications**

- A Master's degree in Deaf Education, or a related field, with coursework in school

administration

- 10 years of experience in Deaf education to include classroom experience
- Minimum of 5 years supervisory experience
- Eligibility for State of Maine certification 292 Teacher of the Deaf
- Eligibility for State of Maine certification 030 Administrator of Special Education or ability to obtain within two years of hire
- Strong skills in the area of IEP Development and administration
- Ability to analyze problems, reach logical conclusions, and make sound decisions
- Such alternatives to the qualifications listed above as the Executive Director may find appropriate and acceptable

### **Benefits**

A competitive salary and benefits package, including medical/dental insurance, Maine State Retirement, paid vacation/sick/personal time, and federal public loan forgiveness program, is offered.

**For a complete job description and if interested in applying for this position**, please click APPLY next to the **Director of Statewide Education and Family Services** listing on our Career Opportunities website page at: <https://www.mecdhh.org/professionals/career-opportunities>.

**PLEASE NOTE:** Employment CANNOT be finalized until the applicant has completed requirements for complete background checks and fingerprinting as required by Maine state statute.

*We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings.*