



Oconee AREA GLRS Job Description

Position: GLRS Director

Start Date: July 1, 2017

Qualifications:

- Required Education: Master's Degree
- Required Certification:
 - Valid Level (5) professional renewable certificate in special education
 - Valid Georgia Educational Leadership Certificate
 - Exceptions as made by the Oconee RESA Board of Control
- Required Experience:
 - Minimum of 5 years' experience teaching students with special needs or a minimum of 3 years' experience administering special needs programs and/or services
 - Minimum of 5 years' experience in leadership and/or administration
 - Demonstrated experience in the use of exemplary practices in school improvement
 - Skilled in data analysis
 - Demonstrated skills in leadership, organization, fiscal management, strategic planning and technology
 - Strong human relationship skills
 - Exceptions as made by the Oconee RESA Board of Control

Terms of Employment: Twelve month

(Salary and work year to be according to current RESA approved pay scale)

General Nature of Work: To provide administration supervision and oversight for GLRS program operations and personnel.

Reports to: Oconee RESA Executive Director

Duties and Responsibilities:

- Provide ongoing professional learning (i.e., training) to teachers and administrators to assist them in implementing effective instructional strategies for students with disabilities
- Provide information regarding resources of support for parents of students with disabilities
- Support local school districts in meeting the referral requirements of the Individuals with Disabilities Act (IDEA) and Every Student Succeeds Act (ESSA)

- Support school districts through collaborative analysis of the results data for each of the Performance Goals on the State Summary Performance Report (SPR) to assist in determining training needs
- Support districts with implementing DOE initiatives concerning students with disabilities
- Collaborate with the Georgia DOE, RESA, and other agencies to develop and align professional learning and resources to meet systems' needs
- Provide and facilitate job-alike consortium meetings for special education directors
- Serve as an intermediary for special education job-alike consortia and their participating members
- Complete reports required by the Georgia DOE and/or fiscal agent
- Prepare annual budget
- Supervise and evaluate GLRS staff
- Attend conferences and training programs
- Perform other related duties as assigned by the RESA Executive Director
- Provide ongoing professional development for districts, schools, and teachers that supports the following for students with disabilities:
 - Improving effective instruction specifically in reading and math
 - Improving responsible behavior
 - Supporting transitions from graduation to post-secondary education and/or employment
 - Providing successful access to general education curriculum

Evaluation:

Performance of this job will be evaluated in accordance with provisions of the Oconee RESA Board of Control's policy on evaluation of professional personnel.

Application Deadline: April 27, 2017

To Apply:

Submit Oconee RESA Application, Resume' and 2 Letters of Recommendation to:

Dr. Hayward Cordy
Oconee RESA
206 South Main Street
Tennille, GA 31089

[Click here to download Oconee RESA Application](#)

**Specific job duties are subject to change based on changes at the state and federal level regarding educational curriculum, initiatives, and/or programs.*