

Job ID 56274

Leading for educational excellence and equity. Every day for everyone. The Minnesota Department of Education serves a wide and diverse range of customers: approximately 850,000 K-12 students and their families; 118,000 young children participating in a variety of early learning programs including Head Start and ECCE; 82,000 adult learners participating in adult education programs including GED and citizenship programs; Minnesota's 339 school districts, 165 charter schools, and over 52,000 licensed teachers.

MDE Values:

Collaboration- Partner and serve for the greater good.

Leadership- Take ownership and responsibility.

Equity- Innovate for justice, fairness and inclusion.

Job Details

Job Class: Education Program Specialist

Working Title: Early Childhood Special Education Professional Development Specialist

1. **Who May Apply:** Open to all qualified job seekers
2. **Date Posted:** 06/24/2022
3. **Closing Date:** 07/15/2022
4. **Hiring Agency/Seniority Unit:** Education Department
5. **Division/Unit:** Education-St Paul / Early Learning Services
6. **Work Shift/Work Hours:** Day Shift
7. **Days of Work:** M-F
8. **Travel Required:** No
9. **Salary Range:** \$28.25 - \$41.63/hourly
10. **Classified Status:** Classified
11. **Bargaining Unit/Union:** MAPE
12. **[Connect 700 Program Eligible:](#)** Yes

Job Summary

As the Early Childhood Special Education (ECSE) Professional Development Specialist, you will work as part of a team administering a comprehensive system of personnel development to ensure that Early Childhood Special Education program leaders and practitioners can provide professional development and implement best practices aligned with the Division of Early Childhood's Best Practices and federal and state requirements.

Duties include:

- Partnering with local Early Childhood Special Education program leaders to build out programming of a high quality;
- Guiding, mentoring, and coaching professional development facilitators on how to best support Early Childhood Special Education programming;
- Managing monthly meetings for the State Implementation Team; Serving as representative of MDE
- Managing and maintaining program resources including website and procurement communications, and supporting collaboration efforts across systems

Qualifications

Minimum Qualifications

Four years of professional experience in a training and development role or an Early Childhood program management role or in a Special Education program management role

OR

A bachelor's or master's degree and three years of professional experience in a training and development role or an Early Childhood program management role or in a Special Education program management role.

Preferred Qualifications

- Early Childhood Special Education experience;
- Experience speaking in front of large groups;

Application Details

Why Work For Us

GREAT BENEFITS PACKAGE! The State of Minnesota offers a comprehensive benefits package including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year

Our differences make us stronger and leveraging them helps us create a workforce where everyone can thrive. The State of Minnesota is an equal opportunity employer. We are committed to embedding diversity, equity, inclusion, and accessibility at our workplace. We do this by developing strong leaders and advocates, increasing cultural competence and understanding among all employees, and removing institutional barriers and attitudes that prevent employees from advancing as far as their talents will take them. We prohibit discrimination and harassment of any kind based on race, color, creed, religion, national origin, sex (including pregnancy, childbirth and related medical conditions), marital status, familial status, receipt of public assistance, membership or activity in a local human rights commission, disability, genetic information, sexual orientation, gender expression, gender identity, or age.

How to Apply

Select "Apply for Job" at the top of this page. If you have questions about applying for jobs, contact the job information line at 651-259-3637.

For additional information about the application process, go to <http://www.mn.gov/careers>.

Contact

If you have questions about the position, contact Kelsey Baumann at kelsey.baumann@state.mn.us or 651/582-8550.