

**VACANCY NOTICE**

Vacancy Title: **DIRECTOR OF OUTREACH** (12-month position)

Job Order Number: 4091101

Domicile Location: Fulton, MO

Section/Office: Missouri School for the Deaf

Salary: \$48,552

Deadline: June 23, 2015 - until filled

**QUALIFICATIONS DESIRABLE CANDIDATES SHOULD POSSESS**

Master's Degree in a special education related field, such as Education of the Deaf, Audiology, Psychology, Social Work, or Special Education Administration.

Three year's supervisory experience preferred.

Thorough knowledge of the organization and administration of clinical services to school-age children.

Knowledge of child growth and development, especially as it relates to Deaf and Hard of Hearing children.

Ability to communicate receptively/expressively through the use of sign language.

Must meet the required American Sign Language competency level of Advanced within 3 years of hire date.

*(Other qualifications and experience, which in the opinion of the Commissioner of Education meet the requirements of the position, may be accepted in lieu of the above.)*

**EXAMPLES OF WORK PERFORMED**

Supervises Audiologist, Deaf Education Consultant, Families First Program Coordinator and other staff involved in Outreach Services.

Directs a statewide system of programs and services for Deaf and Hard of Hearing students, their parents, and their school districts.

Consults with local education agencies and parents regarding the communication and education needs of Deaf and Hard of Hearing students.

Coordinates/provides professional development opportunities and technical assistance to local education agencies and professionals serving Deaf and Hard of Hearing students.

Promotes Resource Center on Deafness programs and services through conference exhibits and professional and community engagement.

Organizes and plans the provision of community American Sign Language classes.

Tracks and evaluates the provision of services.

Coordinates the intake of volunteers.

Provides input as needed to staff overseeing F.M. system rental program.

Assists LEA's when called upon to organize the assessment of Deaf and Hard of Hearing children.

Consults with professional staff on the development of specialized programs for certain children.

Serves on the admissions committee.

Performs other duties as assigned.

## **APPLICATION PROCEDURE**

Complete a DESE application online at

<http://dese.mo.gov/financial-admin-services/human-resources/application-process>

Please attach a scanned copy of your transcripts with the application. You will receive an e-mail confirmation when your application is received online.

**NOTE: If a college degree is a requirement for this position, transcripts MUST be submitted with the application in order to be considered for employment. Failure to include transcripts (when required for the position) with your application will eliminate the application from the review process.**

We do not keep applications on file to submit for other vacant positions. You must submit an application for each vacant position you are applying for.

## **BENEFITS**

**ANNUAL LEAVE:** Accrue approximately 10 hours per month for new school term employees, longer term State employees can earn more. Prorated leave for part-time employees in eligible positions.

**SICK LEAVE:** Accrue approximately 10 hours per month. Prorated leave for part-time employees in eligible positions.

**HOLIDAYS:** 12 holidays per year.

**RETIREMENT:** Coverage provided through the Missouri State Employees Retirement System (MOSERS).

**LIFE INSURANCE:** Term life insurance coverage, equal to one times employee's annual salary, through the Missouri State Employees Retirement System.

**OPTIONAL LIFE INSURANCE:** Optional term life insurance available with maximum coverage of six times member's annual salary. Plans are also offered for spouse and dependents. Premiums paid by employee.

**CAFETERIA PLAN:** Easy tax savings on employee's cost for qualified payroll-deducted insurance plans, medical care, and dependent care.

**HEALTH PLANS:** Employer-paid/subsidized plans available the first day of the following month after employment.

**DENTAL PLANS:** Delta Dental insurance coverage is available.

**VISION PLAN:** Vision Service Plan (VSP) is available.

**DEFERRED COMPENSATION:** A payroll deduction deferred compensation plan available to defer taxes until retirement by investing in mutual funds and a fixed income account is currently provided.

### **EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION EMPLOYER**

Missouri Department of Elementary and Secondary Education is an Equal Opportunity Employer. If you have special needs addressed by the Americans with Disabilities Act (ADA), please contact Human Resources at (573) 751-9619, through Missouri Relay System at (800) 735-2966, or via email at [hr@dese.mo.gov](mailto:hr@dese.mo.gov).

To Our Applicants with Disabilities: For assistance with any phase of the Department process, please notify the Director of Human Resources at (573) 751-9619. Reasonable attempts will be made to accommodate special needs.

TTY/TDD users: Relay Missouri service (800) 735-2966.

### **NOTICE OF NON-DISCRIMINATION**

It is the policy of the Missouri Department of Elementary and Secondary Education not to discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs or employment practices as required by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Title II of the Americans with Disabilities Act of 1990. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator-Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number (573) 526-4757 or TTY (800) 735-2966, fax (573) 522-4883, email [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov).