



Philip Murphy
Governor

Sheila Y. Oliver
Lt. Governor

Christine Norbut Beyer, MSW
Commissioner

JOB VACANCY POSTING

POSTING #: 105-20 **ISSUE DATE:** November 20, 2020

TITLE: **SUPERVISOR OF EDUCATIONAL PROGRAMS 1 (UNCLASSIFIED)** **CLOSING DATE:** December 4, 2020

LOCATION: Department of Children and Families (DCF)
Office of Education
DCF Regional School – Cape May Campus
131 Crest Haven Road
Cape May Court House, NJ 08210

POSITIONS: 1 **RANGE:** R30

DISTRIBUTION: STATEWIDE **SALARY:** \$82,527.28 - \$117,772.00

SCOPE OF ELIGIBILITY: Subject to current promotional and hiring restrictions.

DEFINITION: Under direction of a supervisory official in a state department, institution or agency, organizes, administers, and supervises the total educational program in institutions or agencies where the staff numbers ten (10) or more educational personnel; does related work as required.

REQUIREMENTS: Possession of a valid standard New Jersey Supervisor or Principal Certificate **or** Principal Certificate of Eligibility issued by the New Jersey Department of Education.

SPECIAL NOTE: Must be able to physically lift, move and position students.

RESUME NOTE: Eligibility determinations will be based upon information presented on the resume only along with other supporting documents. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

IMPORTANT NOTICE

RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter, resume, and **copies of appropriate educational certificates in Microsoft Word or Adobe PDF format** electronically to:

Job.Posting@dcf.nj.gov

Include the Job Posting # in the subject line of your email.