



# State of New Jersey

## DEPARTMENT OF EDUCATION

### Notice of Vacancy

The Commissioner of Education invites applications from qualified candidates for the following:

**Reference Number: DOE-043-22**

**Title:** Education Program Development Specialist 2  
(State School Climate Coordinator)

**Range/Title Code:** P28/70341

**Salary:** \$78,283.00 - \$111,555.82

**Position Number:** 011952

**Issue Date:** May 4, 2022

**Closing Date:** May 18, 2022

**Core Hours of Operation:** 7:30 a.m. – 5:30 p.m.

**Location:** Trenton, New Jersey

**Division:** Division of Educational Services/Office of Student Support Services

#### Description:

Under general direction of the Manager in the Office of Student Support Services, designs, produces, and delivers curricula, training, program improvement, and related education services to education agencies to ensure the achievement of mandated goals and to meet existing and emerging needs; performs mandated regulatory functions; performs work of a professional nature and generally works independently in the monitoring and evaluation of education programs in school districts statewide; support the design, development, and delivery of resources needed to build the capacity of schools to develop, implement, and sustain positive school climates that prevent bullying, pursuant to the Anti-Bullying Bill of Rights Act., integrate social and emotional learning; review and report data collected on harassment, intimidation and bullying to identify patterns and trends; provide statewide professional development and technical assistance for Local Education Agencies (LEA's) and other entities in fulfilling statutory and regulatory responsibilities; assist LEA in the implementation of evidence-based practices and strategies related to assigned topic areas; assist LEA's with the collection, analysis, and use of school climate related data and identify promising practices within schools across the State and facilitate methods for highlighting these practices; perform other related duties as assigned.

#### Requirements:

Education: Graduation from an accredited college or university with a Master's degree in Education or related field.

Note: Graduation from an accredited college or university with a Master's degree AND possession of a New Jersey teacher's, supervisor's or school administrator's certificate issued by the State Board of Examiners and/or other professional endorsement in field determined by Appointing Authority may be substituted for the above education.

Experience: Four (4) years of experience in education programs in a school district or other educational institution.

Preference will be given to candidates with experience in supporting the development of positive school climates, implementation of social and emotional learning, and utilizing multi-tiered systems of support; background in providing professional development; experience serving as an Anti-Bullying Specialist or Anti-Bullying Coordinator is also preferred.

#### Open to the Following:

In accordance with the New Jersey First Act P.L. 2011 c.70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment.

Applicants must meet the open competitive requirements listed on the job specification on file at the Civil Service Commission. You may access the job specification through the Civil Service Commission's website <https://info.csc.state.nj.us/jobspec/70341.htm>

Authorization to work: selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Immigration and Customs Enforcement regulations.

Note: The State of New Jersey does not provide sponsorships for work visas.

**Forward a cover letter and resume electronically to:**  
[resume3@doe.nj.gov](mailto:resume3@doe.nj.gov) (include the Reference # in the subject line)

The New Jersey State Department of Education is an Equal Opportunity Employer, has an Affirmative Action Program, and will not discriminate against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States, and is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.