**NORTHERN KENTUCKY COOPERATIVE FOR EDUCATIONAL SERVICES**

**JOB DESCRIPTION**

**Position Title**: Strategies Consultant

**Responsible to**: NKSEC Director of Exceptional Children

**Qualifications/Certification(s):**

* 3-5 years teaching experience in the field of special education. Master’s Degree required
* Experience as a presenter or trainer of adult learners
* Knowledge of Kentucky’s Core Academic Standards as it relates to the general curriculum for students with/without disabilities and their Individual Education Programs if applicable.
* Knowledge of differentiation of instruction and effective evidence based instructional and learning strategies for all students, including at-risk and students with disabilities.
* Knowledge of universal design for learning to increase access to the general curriculum for at-risk students and students with disabilities
* Knowledge of IDEA and NCLB requirements related to the performance of students with disabilities
* Self directed, good interpersonal and communication skills, with a strong team commitment
* Demonstrated competency in technological/computer skills including word processing, PowerPoint, spreadsheets and email.
* Applicants should be able to handle light lifting and transport materials for training.
* Perform such other tasks as assigned by the Special Ed Director from time to time

**General Responsibilities**:

Provide support and professional development to local school districts and to provide leadership in developing best practices in providing services to students with disabilities. This consultant will also become a member of the related state work group.

**Specific Duties**:

* Develop and coordinate consultation, technical assistance and job-embedded professional development activities for general and special education teachers, classroom assistants and administrators using assessment, instructional strategies and evidence-based practices.
* Work with special and general education teachers in developing appropriate interventions, instructional strategies and techniques.
* Work with districts to design, expand and evaluate programs serving students with and without disabilities.
* Work collaboratively with Kentucky Department of Education (KDE) and the Special Education Cooperative Network (Coop Network) staff to implement KDE’s State Performance Plan (SPP), including participating in general meetings with KDE staff and Coop Network.
* Work collaboratively with regional partners (e.g. Special Education Directors, Curriculum and Instructional Supervisors, Highly Skilled Educators, etc.) to build capacity and assist in the development and implementation of the SPP and coop activities.
* Support local school and district planning and implementation through modeling and demonstration.
* Collect and maintain evaluation of activities and responsibilities as defined in NKSEC KY Continuous Monitoring Process district and regional reports.
* Provide professional development based on documented school, district needs assessment data and KCMP reports.
* Identify, access, and use existing resources to support the efforts of the district in providing services to all students.
* Work with other NKSEC directors and staff as assigned.
* Performs other duties as specified by the NKSEC Director of Exceptional Children

**Term of Employment**: Full-time employment, 210 days

**Salary**:Salary based on rank and experience on NKCES Salary Schedule**.** Fringe benefits comparable to a district level position.

**Evaluation**: Annual evaluation in accordance with performance of job description and NKCES policies and procedures as well as:

* Rationale for the training, based on specific student data
* Specific, on-going packaged with follow-up
* Number of training and consultation sessions and number of participants
* Post-training student data collected to determine the effectiveness of the training package

NKCES is an equal opportunity employer.

**Approved 3/10/10**