ANNOUNCEMENT OF INTENT TO FILL A POSITION
AN EQUAL OPPORTUNITY EMPLOYER
Approved for Internal and External Consideration

Position Title: Education Specialist I
Position Code: 30122
Salary Range: $45,532.80 - $84,350.40
Position Location: Alabama Math Science Technology Initiative (AMSTI) Section
Montgomery, Alabama
Open Date: April 20, 2020
Close Date: May 4, 2020 COB

NOTE: This is a repost with modifications on qualifications. Previous applicants meeting the qualifications can resubmit.

The Alabama Math Science Technology Initiative (AMSTI) Section of the Alabama State Department of Education (ALSDE), Montgomery, intends to fill one (1) Education Specialist I position to assist AMSTI with assisting LEAs with evidence-based instruction and systemic data analysis, with an emphasis on early numeracy.

Duties will include, but not be limited to, the following:

- Analyze state, regional, and LEA data for trends and patterns, and interpret data to identify state, regional, and LEA differentiated needs
- Develop and maintain user-friendly reports on formative and summative student achievement results, with an emphasis on early numeracy
- Design effective, accurate, and easy to interpret methods to present data in customized report formats
- Communicate results and ideas to key decision makers
- Maintain integrity of confidential information relating to students, staff, or district patrons.
- Collect, compile, and analyze data pertaining to the impact of onsite supports, with an emphasis on the AMSTI Coaching Institute as a part of the early numeracy project.
- Provides effective staff development and supports in data entry, collection processes, and analysis of data reports to increase student achievement for various programs
- Develops, organizes, and implements professional development activities for AMSTI, with an emphasis on early numeracy
- Completes SDE correspondence, reports, proposals, and administrative documents, etc.

Education and Experience:

- Master's Degree from a regionally accredited college or university in an approved subject matter or education specialty area.
• Five years of professional experience in teaching, education administration, or a related assignment
• Knowledge of AMSTI program is highly preferred
• Knowledge and experience with early numeracy as well as data collection is highly preferred.

Other Skills:
• Strong motivation skills
• Excellent verbal and written communication skills
• Ability to develop and oversee budgets and contracts
• Strong computer skills, including the ability to develop and utilize spreadsheets and databases, manage web pages, prepare infographics, and work fluently in G Suite
• Excellent people/relationship building skills
• Organizational and data management skills required
• Ability to use problem-solving skills to generate solutions
• Must be team-oriented and flexible
• Ability to deliver presentations to professional audiences
• Familiar with recent research-based strategies, materials, and models, especially related to early numeracy

How to apply:

Step 1:
Applicants must complete the state required online application process for this position prior to submitting a résumé, reference list, and/or cover letter to the contact person listed below. To apply online complete the Application for Examination Form available at: www.personnel.alabama.gov. Call the State Personnel Department at 334-242-3389 for questions concerning the online process.

Step 2:
Send résumé by email as an attachment to Mrs. Karen Dennis at kdennis@alsde.edu or contact her at 334-694-4692.