

**EMPLOYMENT OPPORTUNITY
MISSISSIPPI DEPARTMENT OF EDUCATION
359 North West Street
P. O. Box 771
Jackson, Mississippi 39205-0771
Hinds County**

POSITION ANNOUNCEMENT

**DIVISION DIRECTOR II
NON-STATE, TIME-LIMITED
OFFICE OF TEACHING AND LEADING/EDUCATOR PREPARATION**

Starting Salary: \$46,509.56

The Mississippi Department of Education (MDE) is seeking to employ a Division Director II for the Office of Teaching and Leading/Educator Preparation.

SPECIAL QUALIFICATIONS:

Understanding of state rules and regulations related to educator preparation programs; teacher licensure; and Title II reporting. Applicants shall possess strong written and verbal communication skills and the ability to collect, analyze, and report data using Microsoft 365 Suite.

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

A Master's Degree from an accredited four-year college or university; **AND** six (6) years of special experience defined below, two (2) years of which must have been in line or functional administrative or advanced supervision.

OR

A Bachelor's Degree from an accredited four-year college or university; **AND** seven (7) years of special experience defined below, two (2) years of which must have been in line or functional administrative or advanced supervision.

SPECIAL EXPERIENCE:

Employment must have been in an administrative, professional capacity in an area of work related to the functional responsibility of the division in which the position exists. In those divisions where registered specialists provide the primary source of functional and technical knowledge for planning and accomplishing the mission of the division, the incumbent may also be required to be registered and experienced in that profession. Work experience must have included supervising and coordinating a variety of functions.

Applicant must apply online at www.mspsb.ms.gov. (To inquire about this position, please contact Dr. Debra Burson at dburson@mdek12.org.)

The deadline for application submission is October 26, 2021. Applicants selected for an interview will be contacted by phone.