LITERACY BASED PROMOTION ACT COMPLIANCE SPECIALIST
OFFICE OF ELEMENTARY EDUCATION AND READING/LITERACY

Salary Range: $32.40 HOURLY RATE
Salary will be negotiable and commensurate with experience.

RESPONSIBILITIES:
• Specialist will monitor required components of the Literacy-Based Promotion Act including, but not limited to, validating K-3 screener data, ensuring parental notification by districts, monitoring Good Cause Exemption requirements, and overseeing Individual Reading Plan implementation.
• Will provide an open, professional, and collaborative work relationship with district-level school personnel, assessment coordinator, literacy staff, and vendors.
• Will provide technical assistance so that students achieve grade level reading by the end of 3rd grade.

EXPERIENCE/EDUCATION REQUIREMENTS:
• A minimum of two (2) combined years as an MDE Literacy Coach AND/OR other similar administrative experience working with district or state initiatives.
• Knowledge of the Literacy-Based Promotion Act; Documented experience in the MTSS process and IRP implementation.

APPLICATION PROCESS:
Applications must be submitted by email to HRContractApps@mdek12.org. Please include in the subject line of the email, “Literacy Based Promotion Act Compliance Specialist.” The following documents must be submitted:
• A completed MDE Application Form
• Three (3) Professional References

The deadline for applicants to apply is July 10, 2023.

INQUIRIES
• Melissa Beck
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