



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Part C State Coordinator, Early Intervention

\$62,079.40 - \$76,912.05 Full-time

ABOUT THIS POSITION

The Part C State Coordinator for the Early Intervention (EI) Program administers the statewide Early Intervention system including:

- Monitoring federal and state Part C requirements and supporting best practices to maintain a high quality statewide early intervention program.
- Serving as the point of contact for the Federal Office of Special Education Programs (OSEP) to enhance the Part C Program.
- Ensuring the provision of technical assistance to the local Early Intervention Program Coordinators.
- Communicating to external stakeholders regarding Part C.
- Legislative duties pertaining to Part C, including presentations to the Mississippi State Legislature, State Interagency Coordinating Council and other entities as requested by Mississippi State Department of Health's (MSDH) Leadership.
- Providing updates to the MSDH Leadership on Part C initiatives.
- Creating the annual federal Part C Performance Report in collaboration with the EI MITI Coordinator/Manager.
- Representing Early Intervention in national-level technical assistance meetings and programs.
- Convening the ICC stakeholder group to guide early intervention policies and practices in Mississippi.
- Planning and facilitating the implementation of evidence based statewide practices.
- Overseeing early intervention professional development for the entire Part C team.

MINIMUM QUALIFICATIONS

- Employee supervision, including hire recommendations; training; work planning, assignments, and review; and performance assessment, coaching, and progressive discipline.
- Master's degree in special education or related field and/or 7 years' related experience; and 1-2 years of supervisory experience.

- Successful background, criminal records, and reference checks

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS

- Thorough knowledge of current and emerging State and Federal legislation, rules and regulations impacting special education for children ages 0-3
- Expertise and knowledge of State and Federal (IDEA) special education law and policy
- Expertise in State and Federal legal requirements specific to children with disabilities ages 0-3 and evolving learning research and exemplary educational practices in special education
- Knowledge of evidenced-based education and assessment and its implementation for students with disabilities.
- Knowledge of data collection and documentation strategies
- Ability to facilitate groups.
- Exemplary interpersonal skills
- Exceptional communication skills, both verbal and written
- Ability to actively work on federal and state level committees and attend OSEP meetings representing Early Intervention (EI)

TO APPLY FOR THIS POSITION

Please send a résumé and [state job application](#) by mail or e-mail to:

Kimberly Reese, Human Resources Director
Mississippi State Department of Health
570 E. Woodrow Wilson, Ave.
Jackson, MS 39215

Email address: recruitment@msdh.ms.gov

This posting is being offered by an equal opportunity employer.