SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 06/20/17 CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: EDUC COORD/ABE SCDC POSITION #: 020715
HOURS/WEEKLY: 030.00 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM
LOCATION: CATAWBA PRE-RELEASE CENTER, ROCK HILL (YORK) LEVEL 1

STATE JOB TITLE: EDUC COORD/ABE STATE JOB CLASS: 9999
HRLY RATE: $ 027.12 SCEIS POSITION #: 61019704

MINIMUM AND ADDITIONAL REQUIREMENTS:
A BACHELOR'S DEGREE AND RELEVANT PROGRAM EXPERIENCE.
CERTIFIED AT THE SECONDARY LEVEL AND HOLDS A CURRENT SOUTH CAROLINA TEACHING LICENSE IN MATH, SCIENCE, SOCIAL STUDIES, ELA OR SPECIAL EDUCATION. (THIS IS A TEMPORARY POSITION PAID AT AN ESTABLISHED HOURLY RATE FOR HOURS WORKED. TEMPORARY POSITIONS DO NOT INCLUDE LEAVE, BENEFITS OR GRIEVANCE RIGHTS).

DESCRIPTION OF DUTIES:
UNDER SUPERVISION OF THE SUPERINTENDENT/DESIGNEE IS RESPONSIBLE FOR ACTIVITIES INVOLVED IN THE EDUCATIONAL OPERATIONS WITHIN ASSIGNED SCHOOL(S). RESPONSIBLE FOR EDUCATIONAL OPERATIONS OF THE SCHOOL AND MAINTAINS AN EFFECTIVE INSTRUCTIONAL PROGRAM . COORDINATES AND AND ADMINISTERS STANDARDIZED STUDENT TESTING (I.E. GED, TABE AND AND WORKKEYS, ETC.) PROVIDE CLASSROOM INSTRUCTION AS NEEDED, PER SUPERINTENDENT. SATISFIES ALL MANDATORY TRAINING (SCDC/ PUSD). PERFORMS OTHER DUTIES AS ASSIGNED.
(OPEN UNTIL FILLED)

THIS IS AN AT WILL POSITION AND IS EXEMPT FROM THE STATE EMPLOYEES' GRIEVANCE PROCEDURE ACT.