

POSTING

March 11, 2025

Riverside School District is seeking to fill the position of **SPECIAL EDUCATION COORDINATOR OR SUPERVISOR** depending on the candidate's qualifications.

Responsible for supervisory oversight of all special education programs and personnel; Development, implementation, and administration of all aspects of special and gifted education programs. Oversee multiple related services, including our paraprofessionals, and must possess excellent organizational, interpersonal, oral and written communication skills; with the ability to multitask and meet challenging deadlines. Responsible for directing and overseeing IEP and 504 processes, and making recommendations for action to the Superintendent. Position requires a Bachelor of Science degree in education, a valid PA teaching certification in special education. Master's Degree in Special Education, Psychology, or related field preferred. PA Certification as Special Education Supervisor, Administrative K-12, and/or Special Education Teaching, additional certificate or licenses a plus; Candidate must have a thorough knowledge of the physical and psychological educational needs of elementary and secondary aged children; experience in monitoring and accountability for multiple local, state, and federal budgets; comprehensive knowledge of all federal and state special education laws and funding sources; experience in supervising and evaluating special education staff; knowledge and experience with accounting requirements of programs including IDEA, early intervention, medical access, and transition programs. This is a full-time (Act 93) position. Salary is based upon experience. Our current Director is retiring at the end of the 2025-2026 school year.

Any questions concerning the above should be directed to Mr. Paul M. Brennan, Superintendent, Riverside School District, 570-562-2121, Ext. 4447.

Applicants should send a Signed Letter of Interest, Administrative Application; Current Certifications, Resume, References, Official Transcripts, Act 34, 151 & 114 Clearances, Act 24 & Act 168 paperwork, Act 126 Child Abuse Reporting Training Certificate, and Physical Exam Form with TB Test/Results to Paul M. Brennan, Superintendent, Riverside School District, 601 S. Main Street, Taylor, PA 18517 or email to riverssd@riversidesd.com. Applications will be accepted until the position is filled.
EOE

Barbara Fedor
Board Secretary