SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

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THE SOUTH CAROLINA DEPARTMENT OF CORRECTIONS IS COMMITTED TO PROVIDING EQUAL OPPORTUNITIES TO ALL APPLICANTS AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX (INCLUDING PREGNANCY), NATIONAL ORIGIN, AGE (40 OR OLDER), DISABILITY OR GENETIC INFORMATION.

OPENING DATE: 06/08/18 CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: EDUC COORD/ABE SCDC POSITION #: 021557
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM
LOCATION: EVANS CORRECTIONAL INSTITUTION, BENNETTSVILLE (MARLBORO) LEVEL 2

STATE JOB TITLE: EDUC COORD/ABE STATE JOB CLASS: 9999
HRLY RATE: $ 026.80 SCEIS POSITION #: 61042673

MINIMUM AND ADDITIONAL REQUIREMENTS:
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A VALID SOUTH CAROLINA TEACHING CREDENTIAL. CERTIFICATION IN SECONDARY MATH, SCIENCE, SOCIAL STUDIES, ENGLISH/ LANGUAGE ARTS OR SPECIAL EDUCATIONAL PREFERRED.

DESCRIPTION OF DUTIES:
SCHOOL LEADER - UNDER THE DIRECTION OF SUPERINTENDENT/DESIGNEE IS RESPONSIBLE FOR ALL ACTIVITIES INVOLVED IN THE EDUCATIONAL OPERATIONS WITHIN ASSIGNED SCHOOL(S). RESPONSIBLE FOR ADMINISTRATIVE EDUCATIONAL OPERATIONS OF THE SCHOOL. PROVIDES INSTRUCTION, COORDINATES AND ADMINISTERS STANDARDIZED STUDENT TESTING (I.E. GED, TABE AND WORKKEYS, ETC.). SATISFIES ALL MANDATORY TRAINING (SCDC/ PUSD). PERFORMS OTHER DUTIES AS ASSIGNED. (UNTIL FILLED)