



CONTRACT CAREER OPPORTUNITY

21st CCLC PROGRAM SPECIALIST OFFICE OF FEDERAL PROGRAMS

Salary Range: \$87.50 HOURLY RATE

Salary will be negotiable and commensurate with experience.

RESPONSIBILITIES:

The Mississippi Department of Education (MDE) is currently seeking a 21st Century Community Learning Center (21st CCLC) Program Specialist that will provide data collection, program monitoring, and technical assistance to 21st CCLC program providers identified by the Office of Federal Programs. The position will also provide implementation support to local 21st CCLC program providers and assist the MDE to oversee the successful implementation of 21st CCLC program across Mississippi.

EXPERIENCE/EDUCATION REQUIREMENTS:

Bachelor's Degree or higher in Education, Accounting, Business Administration, or related field from an accredited institution. Previous position as a federal program's director, business manager, project director, or other leadership roles related to education. Work experience with 21st CCLC program is required. License/Certification in the related field if applicable, licensed administrator, business manager, or CPA licensed is recommended but not required.

APPLICATION PROCESS:

Applications must be submitted by email to HRContractApps@mdek12.org. Please include in the subject line of the email, "21st CCLC Program Specialist" The following documents must be submitted:

- A completed [MDE Application Form](#)
- Three (3) Professional References

The deadline for applicants to apply is January 23, 2025.

INQUIRIES

- Arthur Goss
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