



CONTRACT CAREER OPPORTUNITY

IDEA COMPLIANCE AND MONITORING SPECIALIST OFFICE OF SPECIAL EDUCATION

Salary Range: \$87.50 HOURLY RATE

Salary will be negotiable and commensurate with experience.

RESPONSIBILITIES:

The Mississippi Department of Education (MDE), Office of Special Education (OSE), is currently seeking an Individual with Disabilities Education Act (IDEA) Compliance & Monitoring Specialist that will work to provide monitoring, compliance, and technical assistance of Special Education programs within Local Education Agencies (LEAs), schools, and other organizations and subgrantees identified by the Office of Special Education.

SPECIAL QUALIFICATIONS:

Bachelor's Degree or higher in Education, Accounting, Business Administration, or related field from an accredited institution. Previous position as an IDEA/Federal Program's Director, Business Manager, Project Director, or other leadership roles related to education. Work experience with IDEA programs is required. License/Certification in the related field if applicable, licensed administrator or business manager 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, "IDEA Compliance and Monitoring Specialist" The following documents must be submitted:

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

The deadline for applicants to apply is December 5, 2025.

INQUIRIES

- Vanessa Virgil - Ruffin
vvirgil-ruffin@mdek12.org
601-359-3498

