



MISSISSIPPI
DEPARTMENT OF
EDUCATION

CAREER OPPORTUNITY

EDUCATION PROGRAM DEVELOPMENT SPECIALIST III OFFICE OF SPECIAL EDUCATION NON-STATE; TIME LIMITED

Salary Range: \$47,425.15 – \$71,208.87

Salary will be negotiable and commensurate with experience.

RESPONSIBILITIES:

The Education Program Development Specialist III will provide services on behalf of the Mississippi Department of Education's (MDE) Office of Special Education by overseeing the implementation and management of Mississippi's tiered technical assistance (TA) efforts while also providing expertise in secondary transition services. This role requires a strong background in technical assistance frameworks, education systems, and post-secondary transition planning for students with disabilities. The ideal candidate will work collaboratively with stakeholders to ensure high-quality support, training, and resources are provided across various levels of need.

Primary responsibilities include:

- Oversee the tiered TA requirements that provide scalable support based on district need.
- Collaborate with educators, administrators, and other stakeholders to identify areas of need and ensure appropriate levels of TA are provided.
- Design and deliver professional development, training sessions, and coaching to build capacity in best practices.
- Collect and analyze data to measure the effectiveness of TA strategies and make necessary adjustments.
- Serve as a liaison between state agencies, school districts, and community partners to promote best practices in technical assistance delivery.
- Provide expertise on evidence-based secondary transition practices, including career readiness, postsecondary education planning, and independent living skills.
- Support schools and agencies in developing and implementing high-quality transition plans for students with disabilities.
- Assist as needed with compliance monitoring and implementation of federal and state regulations related to transition services.
- Develop and disseminate resources, toolkits, and guidance materials to improve transition outcomes for students.
- Engage in interagency collaboration to connect students and families with postsecondary opportunities, vocational training, and community-based services.

SPECIAL QUALIFICATIONS:

Excellent oral and written communication skills are required.

EXPERIENCE/EDUCATION REQUIREMENTS:

Typically requires a relevant Bachelor's Degree and 3+ years of experience.



MISSISSIPPI
DEPARTMENT OF
EDUCATION

359 North West Street | Jackson, MS | 39205-0771 | Hinds County | mdek12.org
Mississippi Department of Education is an Equal Opportunity Employer

APPLY

- Visit [Mississippi State Personnel Board](#) to apply
- Deadline: January 21, 2026

BENEFITS

- mdek12.org/humanresources/mde-employee-benefits/

INQUIRIES

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

