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Under limited supervision, directs the Title I, Title II, Title III, Title IV and McKinney Vento Homeless programs for the District. Responsible for utilizing Federal, State, and local funding opportunities to benefit the educational excellence of the District's programs, facilities and personnel.

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- Directs the administration and coordination of the District's Title programs to ensure appropriate use of funds.
  - Assists in the development of budgets for materials, supplies, and equipment for the various assigned programs.
  - Validates the identification and placement necessary for the eligible students in the Title programs.
  - Assists with evaluation of new academic programs.
  - Monitors the Title programs and other programs as assigned.
  - Assists with the coordination of providing on-going professional development for administrators, teachers and other who are responsible for various federal programs as listed above.
  - Acts as the liaison between Federal, State, and local agencies that have impact on the Title programs.
  - Coordinates with various advisory councils that is essential to these programs and publicity about the programs to the state, local and other media.
  - Prepares and submits all reports due various agencies connected to each program, including furnishing copies for district files.
  - Assumes responsibility for keeping current professionally by attending pertinent professional meetings and conferences that will contribute to professional growth.
  - Operates general office equipment such as copier, computer, and calculator.
  - Performs other duties as may be assigned by the Chief Instructional Officer or Superintendent.

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Master's Degree in Education Administration or a related discipline; minimum of five years of successful teaching experience, or any equivalent combination of education/experience that provides the required knowledge, skills, and abilities. and at least five years of accounting/finance experience or an acceptable equivalent combination of education and experience. A minimum of three years of supervisory experience.

Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

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Valid South Carolina Certificate in one of the following areas:

Elementary Principal (Tier I, Tier II)

Elementary Supervisor

Secondary Principal (Tier I, Tier II)

Secondary Supervisor

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Supervises assigned staff. Responsibilities include interviewing, hiring, and training employees; planning, assignin

