

NESPELEM SCHOOL DISTRICT
Special Education/Federal Programs Director



<p>POSITION SUMMARY:</p>	<p>NEA Union Certified Position Work Year: 144 Days / 8.75 Hrs per Day / 4-Days per Week plus applicable inservice, professional days, and professional responsibilities following the Nespelem School District academic and athletic calendar Salary Range: \$53,070 - \$100,028 plus 15 extra days Benefits: Medical, dental, vision, basic long-term disability, basic life and A&D insurance through the School Employees Benefits Board (SEBB). Retirement: Eligibility is based on FTE and is provided through the Washington State Department of Retirement Systems (DRS). Sick Leave: 12 days per year Personal Leave: 3 days per year</p>
<p>SUPERVISOR:</p>	<p>Superintendent</p>
<p>GENERAL DESCRIPTION:</p>	<p>The Nespelem School District is seeking a collaborative and student-centered leader to serve as the Special Education Director and State & Federal Programs Director. This position provides leadership and oversight for Special Education services and state and federally funded programs while supporting strong instructional systems, inclusive practices, and equitable student outcomes across the district.</p> <p>The successful candidate will work collaboratively with district and building leaders to strengthen Multi-Tiered Systems of Support (MTSS), ensure compliance with state and federal requirements, manage program budgets and grants, and support high-quality instruction for all students. This role requires a systems-oriented leader who values collaboration, continuous improvement, and strong partnerships with staff, students, families, and the community.</p>
<p>TIMELINE:</p>	<p>Timeline: Position opens: May 28, 2026 First Screening: June 11, 2026 at 4:00pm Open until filled Nespelem School District is an Equal Opportunity Employer</p>
<p>ESSENTIAL RESPONSIBILITIES:</p>	<p>Special Education Leadership</p> <ul style="list-style-type: none"> • Oversee and supervise the district-wide Special Education program, ensuring compliance with IDEA, Section 504, and all state and federal regulations. • Lead the development, implementation, and monitoring of inclusive practices and student support systems across PreK–12 settings. • Support principals, teachers, and staff in implementing effective instructional and behavioral supports for students with disabilities. • Supervise and evaluate certified and classified Special Education staff, including itinerant staff such as psychologists, speech-language pathologists, occupational therapists, and related service providers. • Oversee district preschool special education programming and developmentally delayed preschool services. • Monitor IEP compliance, evaluation timelines, service delivery, and program effectiveness. • Coordinate out-of-district placements, contractual agreements, and agency partnerships related to Special Education services. • Manage fiscal resources and grant funding associated with Special Education programs. • Provide professional development and coaching related to Special Education, inclusionary practices, and MTSS.

- Maintain accurate records and complete required local, state, and federal reporting.

State and Federal Programs Leadership

- Provide leadership and oversight for state and federally funded programs including:
 - Title I, Part A
 - Learning Assistance Program (LAP)
 - Transitional Bilingual Instructional Program (TBIP)
 - Title III
 - Highly Capable Program (HiCap)
- Coordinate the preparation and submission of state and federal applications, reports, and compliance documentation.
- Manage categorical program budgets to ensure compliance and alignment with district strategic priorities.
- Support procurement of instructional materials, interventions, and contracted services.
- Collaborate with district and building leaders to design and monitor school improvement plans and intervention systems.
- Assist in the implementation and review of high-quality instructional materials and instructional systems.
- Support professional learning aligned to evidence-based practices, intervention systems, curriculum implementation, and MTSS.
- Facilitate collaboration among program staff, instructional coaches, interventionists, and advisory committees.
- Assist with grant writing, program evaluation, and continuous improvement efforts.

QUALIFICATIONS:

Qualifications

- Master’s degree in Special Education, Educational Leadership, Educational Administration, or related field.
- Valid Washington State Administrative Certificate or eligibility to obtain one.
- Demonstrated successful leadership experience in Special Education, instructional leadership, or state/federal programs.
- Knowledge of IDEA, Section 504, ESSA, and Washington State program requirements.
- Experience supervising and evaluating staff.
- Demonstrated experience managing budgets, grants, and categorical funding.
- Knowledge of MTSS, inclusive practices, intervention systems, and evidence-based instruction.
- Strong interpersonal, organizational, and communication skills.
- Ability to build collaborative relationships with staff, students, families, and community partners.
- Demonstrated commitment to equity, inclusion, and continuous improvement.

Preferred Qualifications

- Recent experience leading district-wide systems improvement initiatives.
- Recent experience supporting inclusive instructional practices.
- Recent experience with grant development and program evaluation.
- Recent experience providing professional development and instructional coaching.

**WORKING
CONDITIONS &
PHYSICAL
REQUIREMENTS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.
The usual and customary methods of performing the job's functions require the following physical demands:

- **Mobility:** While performing the duties of this job, the employee is regularly required to stand and walk for prolonged periods of time, push or pull 50 lbs., sit, kneel and crouch, twist and bend, use hands to type, finger, handle, or feel; and reach with hands and arm.
- **Sense:** The employee is required to talk/hear conversations and other sounds. The employee must be able to communicate effectively in person and over the telephone. Specific vision abilities required by this job include close vision, far vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- **Lifting:** The employee must be able to lift or move up to 25 lbs. regularly and occasionally up to 100 lbs.; must also be able to lift overhead. The employee may be required to physically move quickly in an emergency or while performing student supervision duties.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Physical Hazards: While performing the duties of this job, the employee must be able to work outdoors in a wide variety of temperatures; from -10 degrees F to 100 degrees F+. The employee may be exposed to wet and/or humid conditions. The noise level in this work environment is moderate.

**TERMS OF
EMPLOYMENT**

Employment contingent upon successful clearance of a Washington State Patrol, FBI fingerprint criminal history background check, and Sexual Misconduct background check. Position is continuing and begins during the school year. Familiarity and willingness to adhere to the new Washington State Evaluation System and District adopted instructional framework.

PROCEDURE:

Application can be found at <http://www.nsdeagles.org>

Completed Application Consists of:

- Letter of Application
- District Application
- Resume
- Three Current Letters of Recommendation (within the last year)

Download, print, and send your application to:

Nespelem School District
PO Box 291
Nespelem, WA 99155

OR...Email to:

Linda Descoteaux, ldescoteaux@nsdeagles.org

Immigration Reform and Control Act Requirement: The recommended applicant, if not a current regular employee, will be required to complete an INS I-9 form and must provide proof of employment eligibility. Disclosure Statement and Record Check: Pursuant to Chapter 486, Washington Laws of 1987, the recommended applicant, if not a current regular employee, will be required to complete a disclosure form indicating whether he or she has been convicted of crimes against persons listed in the law. In addition, a background check, based on fingerprints, will be requested from the Washington State Patrol & FBI. Employment is conditional based upon completion of the record check. The Nespelem School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance and/or grievance may be directed to the district's Title IX/RW 28A.640 Officer and Civil Rights Coordinator and Section 504/ADA Coordinator.

Nespelem School District, P.O. Box 291, Nespelem, WA 99155. (509) 634-4541.

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