



**RICE LAKE AREA SCHOOL DISTRICT
RICE LAKE, WI 54868**

POSITION VACANCY

- POSITION:** Special Education Work Experience Coordinator
- LOCATION:** Rice Lake High School
- DATE OF POSTING:** February 25, 2017
- START DATE:** July 2017
- QUALIFICATIONS:** WI Dept. of Public Instruction license #1801, 1810, 1811, or 1830 or related field.
- DESCRIPTION:** The Rice Lake Area School District is seeking a full-time special education work experience coordinator. Responsibilities include caseload management; teaching classes; identifying job placements; monitoring student job performance; maintaining records and appropriate documentation; collaborating with teachers, administrators, services providers, school counselors, employers; managing and supervising job coaches; facilitating and attending IEP meetings; coordinating transportation. Qualified candidates will possess exceptional time management and organizational skills and will have knowledge and experience establishing and maintaining productive relationships with businesses and agencies. This position requires an extended contract.
- DEADLINE TO APPLY:** Until Filled
- APPLY:** Applications are taken through the WECAN website:
<https://wecan.education.wisc.edu/#/>