Allen County ESC
Part-Time Assistant Director of Special Education 2 Days per week
Job Posting

The Allen County Educational Service Center is seeking applicants for the position of Part-Time Assistant Director of Special Education (2 days per week). Experience is preferred in the areas of K-12 special education programs, compliance monitoring, low incidence disabilities, working with related service staff and paraprofessionals.

The Board has identified the following qualifications as having particular importance for the position of Part-Time Assistant Director of Special Education.

- Specialized training/experience working in special education field (minimum of three-years' experience)
- Extensive knowledge in ETR/IEP documents and procedural compliance in accordance with IDEA and Ohio's Special Education Operating Standards
- Knowledge of *Americans with Disabilities Act (ADA), Ohio Department of Labor Laws,* and various state regulations related to youth with disabilities
- Ability to collaborate with a variety of educational team members and a multi-disciplinary IEP team
- Stay abreast of new developments in the field of special education and serve as a resource for staff

Officially launch search: 11/3/2026

Deadline to apply: Until filled with properly licensed candidate.

Duties to begin: **2026-2027 School Year**

Fringe Benefits: The Governing Board offers a competitive wage; Health Insurance 85% Board Paid; Dental Insurance 90% Board Paid; Liability Insurance per Board Policy; Leaves (sick/personal) per Board Policy; $20,000 Term Life per Board Policy.

All interested parties should submit the following: a letter of interest; updated resume; copy of Ohio Department of Education License.

Contact: Danielle Meier, Director of Special Education Services
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Lima, OH 45801

Email: danielle.meier@allencountyesc.org

Phone: **419-221-1262 x6005**

The Allen County Educational Service Center is an equal opportunity employer and as such, is consistent with applicable federal and Ohio law, and does not discriminate on the basis of race, color, gender, age, ancestry, national origin, or disability.