

School Board Agenda CC-5
July 23, 2013

Executive Summary

Proposed New Job Description and Minimum Qualifications for the
Specialist Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) –
Early Childhood Position

Background: This item is being recommended for School Board adoption to meet requirements for new job description.

Position Title: **Specialist Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) – Early Childhood**

Division/Department: Chief Academic Officer / Early Childhood Education

Pay Grade Level: 23 - Salary Range: \$54,080 - \$77,439 Point Range: 755 – 794

Salary Schedule: 2011-2012 BTU-Technical Support Professional

Recommended Policy Status: Non-Chart Job Description - **Final** Reading

Rationale: The job description for the Specialist Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) has been created to support the new vision of Early Childhood Education of providing high-quality, comprehensive programs that address children’s educational and developmental needs. The position will assist in the implementation of goals and objectives of ERSEA in Federal and State Programs.

The purpose of this job is to ensure families are enrolled in designated programs adhering to required state and federal guidelines.

Prior to the recommendation to the School Board for approval, the new job description was reviewed by the Broward Teachers Union.

This position will follow the standard advertising and selection process.

Cost: There is no financial impact to the District.