



Limestone Charter Association

JOB TITLE

Federal and State Program Coordinator

Job Description:

Join our team at Limestone Charter Association, Office of Federal & State Programs, where you'll managing compliance with various federal and state initiatives, ensuring that schools and entities effectively implement and monitor programs under the Elementary and Secondary Education Act. As the Federal and State Programs Coordinator, you'll provide leadership, technical support, and resources to districts and schools, guiding them towards continuous improvement efforts that equip every student for success in college, careers, and citizenship.

Responsibilities:

- Deliver ongoing technical assistance to schools for the development, execution, and oversight of programs supported by federal funds, including Title I, Title II, Title III, Title IV, CTE, McKinney-Vento, and FERPA.
- Lead Federal Program trainings, covering areas such as Title I, II, III, and IV, as well as providing guidance on School Improvement Status (CSI, Priority, TSI, and ATSI), CTE/Perkins, and McKinney-Vento/Foster/ESSA.
- Facilitate the collection and development of Federal Program Plans, managing both Initial & Amendment Plans and overseeing GEMS/GAPS Submissions.
- Coordinate federally funded professional development initiatives to ensure effective utilization of resources.
- Provide support and assistance with State Accountability and Regulations, including but not limited to Graduation Requirements, Transcripts, Uniform Grading, School Report Cards, SCDE Surveys, Standards and Learning, Gifted and Talented Programming, Health and Wellness Programming, Guidance Counselor/CDF Accountability, Reading Initiatives, and Academic Plans.
- Other duties may be assigned as necessary.

Qualifications:

This is a 240-day position. Master's Degree required.

- Prior experience in coordinating federal and state educational programs, with a strong understanding of compliance requirements and regulation, is required.
- Excellent organizational skills and attention to detail, with the ability to manage multiple projects simultaneously.
- Effective communication and interpersonal skills, with the ability to collaborate with diverse stakeholders.
- Proficiency in data management and reporting tools.

- Knowledge of federal and state education laws and regulations, including the Elementary and Secondary Education Act, FERPA, and McKinney-Vento Act.
- Strong leadership abilities with a focus on promoting continuous improvement and equity in education.
- If you are a dedicated and passionate individual with a commitment to educational innovation, equity, and excellence, we encourage you to apply for the Federal and State Programs Coordinator position and join us in our mission to prepare every student for success.