

# NM Regional Educational Cooperative Association

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## **NOTICE OF VACANCY**

**DATE OF NOTICE:** January 6, 2021

**POSITION:** NM RECA Director (Contract Position)

**QUALIFICATIONS:** Master's degree in education or related field from an accredited college or university. Five (5) years' experience showing evidence of progressive leadership that evidences working with or on behalf of an educational institution. Understanding of complex organizational systems, knowledge of NM educational law, NM PED regulations, effective use of technology, strategic planning related to change and demographics. Familiarity with the NM Legislature processes, organization, and key leadership. Ability to interpret laws, regulations, and other such documents that may affect NM RECA efforts and goals. Ability to travel statewide and provide extended hours of work.

**ESSENTIAL FUNCTIONS:** The New Mexico Regional Educational Cooperative Association (NM RECA) Director represents the NM RECA with the New Mexico Public Education Department (NMPED), Early Childhood Education and Care Department (ECECD), New Mexico Coalition of Educational Leaders, NM Legislators, and committees. Remain in continual communication with the Secretaries and Deputy Secretaries of these partner agencies to further the relationship between these agencies and the NM RECA. Perform any other duties as may be deemed appropriate and necessary. (Please see attached Contractor Scope of Work for additional Essential Functions and Responsibilities)

**SALARY:** As per Contract

**APPLICATION PROCEDURES:** Application packet should include: Letter of Interest, Current Resume, (3) Three Professional References (Include Current Names, Titles, Addresses and Phone Numbers), Evidence/Artifacts to support a demonstration of the job description. Satisfactory Completion of Background Investigation

**APPLICATION DEADLINE:** Until filled

**SUBMIT APPLICATION TO:** Kelley Alsup PVREC #8 Executive Director  
[kalsup@pvrec8.com](mailto:kalsup@pvrec8.com)

All Applications will be screened. Selected applicants will be invited for an interview. INCOMPLETE APPLICATION PACKETS WILL NOT BE PROCESSED.