

### **Anticipated Co-op Coordinator**

Full-time position available beginning the 2026–2027 school year. Secondary (7–12) or K–12 School Counselor certification is required, and Cooperative Education certification is preferred (enrollment in a certification program will be required).

The successful candidate will coordinate and oversee the District's Cooperative Education program, connecting classroom learning with meaningful work-based experiences.

Responsibilities include collaborating with students, staff, families, and community partners to develop and monitor student work placements (Co-op and Internship opportunities); ensuring compliance with state and district guidelines for cooperative education; and supporting students in achieving their college and career goals.

The Coordinator will facilitate, build, and maintain relationships with local employers, monitor student progress in work placements, and ensure students meet academic and workplace expectations. The position will also involve supporting career development initiatives for students in grades 7–12 and aligning programming with ASCA standards and competencies.

Deadline for internal applications: *Open until position is filled*

Deadline for external applications: *Open until position is filled*

Interested applicants must apply via Recruit & Hire

at: <https://acschools.tedk12.com/hire/index.aspx>

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