



**Human Resources Office**  
102 S. Hickory Avenue  
Bel Air, Maryland 21014  
410-588-5226 - www.hcps.org  
AN EQUAL OPPORTUNITY EMPLOYER

**VACANCY ANNOUNCEMENT**

**March 1, 2021**

**SUPERVISOR OF SOCIAL SCIENCES**

*Position Effective July 1, 2021*

Responsible for providing administrative, instructional, and programmatic leadership for PreK-12 social sciences.

**DUTIES AND RESPONSIBILITIES INCLUDE**

*These are intended only as examples of the various types of job duties to be performed. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.*

- Provides leadership for a comprehensive, coherent, and effective PreK-12 social science program.
- Works cooperatively with Central Office and school-based Instructional Leadership Teams to engage in long-range planning and resource management in order to effectively initiate, assess, and coordinate PreK-12 curriculum and assessment development, implementation, and evaluation.
- Participates in the teacher appraisal process for social science teachers in conjunction with school-based Instructional Leadership Teams.
- Plans and conducts professional development to support the development and implementation of social science education.
- Works collaboratively with the Office of Human Resources with the recruitment, the selection, and the placement of social science teachers.
- Evaluates course specific instructional materials and technology, and assists schools in selecting and purchasing appropriate instructional materials.
- Serves as Harford County Public Schools liaison to the Maryland State Department of Education (MSDE), Harford Community College, and other agencies and groups pertaining to all social science related issues.
- Makes recommendations regarding social science policies, programs, resources, and instructional strategies, student activities, and special awards to HCPS administration, the Board of Education, and the public-at-large.
- Prepares and presents reports about programs related to social sciences under the direction of the Executive Director for Curriculum, Instruction, and Assessment.
- Maintains own content expertise and knowledge of current best or emerging practices and promotes the professional growth of teachers.
- Works collaboratively with the Office of Grants and Business and Community Partnerships to develop, oversee, and evaluate appropriate federal and state grants.

**OTHER RESPONSIBILITIES:**

- Performs other work-related duties as assigned.

**SALARY**

This is a twelve-month position with twenty (20) days of annual leave. Salary range based on the FY 2020-2021 APSASHC Salary Schedule for Administrative and Supervisory Personnel.

- Grade 4 - Salary Range: \$114,647 - \$138,506

**MINIMUM REQUIREMENTS**

- Master's degree from an accredited college or university.
- Hold or be eligible for an Advanced Professional Certificate endorsed in Social Studies and Administrator I.
- Five years successful teaching and/or administrative experience.
- Proficient in the use of computer technology including Microsoft Office and a variety of eLearning platforms, including curriculum management systems and teacher observation and evaluation systems.

- Strong content knowledge and experience in the area of Social Sciences and History, as well as instructional pedagogy and adult learning theory.
- Experience working with data collection, analysis, and interpretation in an educational setting.
- Excellent planning, organization, and communication skills.
- Exemplary interpersonal and human relation skills.
- Demonstrated leadership, management, and organizational skills.
- Demonstrated knowledge of culturally responsive pedagogy.

**HOW TO APPLY**

Employment applications are accepted online only. To access the online application site, visit the Current Job Openings section of the HCPS website at [www.hcps.org](http://www.hcps.org). If you have questions or require assistance, please contact the Human Resources Office at 410-588-5226.

**DEADLINE**

Online applications will be accepted for this vacancy until the position is filled. Candidates who apply by March 19, 2021 will be given first consideration.

The Board of Education of Harford County does not discriminate on the basis of age, ancestry/national origin, color, disability, pregnancy, gender identity/expression, marital status, race, religion, sex, or sexual orientation in matters affecting employment or in providing access to programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

In accordance with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. §1681, et seq.), Harford County Public Schools does not discriminate on the basis of sex in any of its programs or activities or with regard to employment. Inquiries about the application of Title IX, and its implementing regulations to Harford County Public Schools may be referred to Dr. Paula Stanton, Harford County Public Schools Title IX Coordinator, by mail to 102 S. Hickory Avenue, Bel Air, Maryland 21014, or by telephone to 410-809-6064 or by email to [Paula.Stanton@hcps.org](mailto:Paula.Stanton@hcps.org), or the Assistant Secretary for the Office of Civil Rights in the United States Department of Education by mail to 400 Maryland Avenue, SW, Washington, DC 20202 or by telephone 1-800-421-3481, or both.