



Human Resources Office

102 S. Hickory Avenue
Bel Air, Maryland 21014
410-588-5226 - www.hcps.org

AN EQUAL OPPORTUNITY EMPLOYER

VACANCY ANNOUNCEMENT

June 15, 2022

HCPS is committed to recruiting and retaining effective and diverse educators and staff to build a climate of student success and improve learning experiences for every child in every classroom.

TEACHER SPECIALIST – TITLE 1 EDGEWOOD ELEMENTARY SCHOOL POSITION EFFECTIVE FOR THE 2022-2023 SCHOOL YEAR

To provide, under the direction of the supervisor, direct assistance and support to all Title I classroom teachers, family liaisons, and paraprofessionals in implementing the curriculum using appropriate strategies to meet the needs of a diverse at risk student population.

- *Teacher Specialists are required to work one additional hour per day beyond the teacher schedule.*
- *Position is eligible for the Teacher Specialist stipend.*

DUTIES AND RESPONSIBILITIES INCLUDE

These items 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.

- Assists the Principal in coordinating, planning, and implementing long-range goals and objectives for students, teachers, and paraprofessionals in the Title I program.
- Assists in the implementation of both county and state curriculum.
- Assists teachers in the development of appropriate instructional activities, including assessments.
- Assists in assessing the needs of students and teachers by analyzing data.
- Assists teachers in analyzing and interpreting data to identify instructional implications.
- Generates data reports for the Title I office and Instructional Leadership Teams to inform members of students' progress, including intervention programs.
- Facilitates data analysis and reporting meetings with the Instructional Leadership Teams.
- Utilizes data results to determine the focus of site-based specific needs for professional development.
- Confers regularly with administrators, teachers, and paraprofessionals to recommend materials and/or model instructional strategies to meet the needs of students in the Title I program.
- In collaboration with the building administrators, instructional facilitators, and content supervisors, provides staff development activities which are designed to increase the knowledge of teachers in the content areas, and effective teaching and learning practices.
- Demonstrates positive attitude and uses effective skills in human relations with students, teachers, administrators, and members of the community.
- Participates as a member of the Instructional Leadership Team in an assigned school.
- Demonstrates active leadership and good judgment in working with teachers, students, parents, paraprofessionals, and Instructional Leadership Teams.
- Responsible for Parent Involvement at the assigned school to include coordination of parent activities, parent meeting.
- Provides technical assistance through peer coaching, conferences, visitations, and similar activities.
- Maintains appropriate recordkeeping forms to document student progress and Title I program effectiveness.
- Responsible for the coordination and documentation of all Title I compliance components.
- Assists the Title I Office with regional Title I initiatives.
- Performs other work-related duties as assigned.

SALARY

- Salary is in accordance with the HCEA ten-month salary schedule for certificated teachers.

REQUIREMENTS

- Master's degree or equivalency from an accredited college or university.
- Must hold, or be eligible for, an Advanced Professional Certificate with endorsement in Early Childhood Education or Elementary Education.
- Five years of successful teaching experience.
- Demonstrated leadership skills.
- Excellent oral and written communication skills.

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 . If you have questions or require assistance, please contact the Human Resources Office at 410-588-5226.
DEADLINE	Online employment applications will be accepted until the position is successfully filled. Candidates that apply by Thursday June 30, 2022 will received immediate 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 Renee McGlothlin, Harford County Public Schools Title IX Coordinator, by mail to 102 S. Hickory Avenue, Bel Air, Maryland 21014, or by telephone to 410-809-6087 or by email to Renee.Mcglathlin@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.

This document is available in alternative form upon request. To request disability-related reasonable accommodations, please notify a staff member in the Human Resources Office at the time you are contacted for an interview.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE