



Human Resources Office

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

AN EQUAL OPPORTUNITY EMPLOYER

VACANCY ANNOUNCEMENT

Revised: May 4, 2021
April 22, 2021

Instructional Coach Pool (Internal Candidates Only)

This advertisement will be used to create a pool of candidates to fill positions that become available for the 2021-2022 school year or as immediate needs are identified. Candidates selected for the pool will receive active consideration through June 30, 2024. Harford County Public Schools reserves the right to re-advertise and modify the content of this announcement at any time; this may be the only advertisement for this position during the aforementioned period.

To engage in structured professional learning activities with identified teachers in order to improve student outcomes.

- This is a 10-Month Grant funded assignment.
- Grant funded assignments will be in effect as stipulated in the grant. Assignment continuation is contingent upon available grant funding.
- The Instructional Coach position is required to work one additional hour per day beyond the teacher schedule.
- This 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.



- Creates, implements, and evaluates learning opportunities for non-tenured, reassigned, or other identified teachers under the direction of the Coordinator of Teacher Induction.
- Collaborates with Central Office Supervisors, Instructional Leadership Teams, and other identified teacher leaders to ensure an aligned support system for each non-tenured, reassigned, or other identified teachers.
- Provides on-going job-embedded professional development to non-tenured, reassigned, or other identified teachers through demonstration lessons, peer coaching, visitations, conferences, co-planning, and other similar activities.
- Responds to specific teacher needs suggested by both formative and summative data.
- Creates both short and long-range plans to build each individual teacher's capacity to independently reflect and improve student outcomes.
- Fosters a culture among teachers of personal initiative, self-accountability, and collective leadership.
- Acquires information and skills to support the initiatives of Harford County Public Schools.
- Provides a risk-free learning environment for individual teachers by building strong professional relationships and remaining non-evaluative.
- Grows personal knowledge and skills related to teaching and learning
- Seeks a deep understanding of the context within which each individual teacher works.
- Applies best practices and tools of adult learning theory and instructional coaching in order to maximize teacher growth.
- 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.
- Hold or eligible for a Maryland Advanced Professional Certificate.
- Five years of successful teaching experience.
- Demonstrated leadership, management, and organizational skills.
- Demonstrated knowledge or training in adult learning theory and/or peer coaching techniques.
- Demonstrated knowledge and skills in addressing performance criteria to be met by each new teacher.
- Knowledge of research-based teaching strategies.
- Experience at more than one grade level and more than one school preferred.
- Excellent verbal and written communication skills.

	 Demonstrated skills in collaboration.  Knowledge of current HCPS initiatives including, but not limited to, instructional technology, student mental health, content, and curriculum.
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.

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, 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