



Human Resources Office

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

AN EQUAL OPPORTUNITY EMPLOYER

VACANCY ANNOUNCEMENT

APRIL 17, 2024

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 – SUPPLEMENTAL INSTRUCTION

HALL'S CROSS ROADS ELEMENTARY SCHOOL





Position Effective for the 2024-2025 School Year

To provide, under the direction of the content supervisors, direct assistance and support to all Title I classroom teachers, Title I special educators, and paraprofessionals in implementing the HCPS approved supplemental instruction using appropriate strategies to meet the needs of a diverse at-risk student population.

- *Grant funded assignments will be in effect as stipulated in the grant. Assignment continuation is contingent upon available grant funding.*
- *This is a 10-month Teacher Specialist position.*
- *Teacher Specialists are required to work one additional hour per day beyond the teacher schedule.*
- *The Teacher Specialist – Supplemental Instruction position is eligible for the teacher specialist stipend.*

DUTIES AND RESPONSIBILITIES INCLUDE

- Works cooperatively with the Offices of Accountability, the Office of Curriculum, Instruction, and Assessment, the school-based Instructional Leadership Team, and the School Performance and Assessment Team to coordinate, develop, implement, and evaluate HCPS school performance and initiatives related to supplemental instruction.
- Assists the Instructional Leadership Team and School Performance and Assessment Team in coordinating, planning, and implementing long-range goals and objectives for students receiving supplemental instruction.
- Assists grade levels in determining appropriate supplemental programs for individual students.
- Supports the entire school staff in forming supplemental instructional student groups, to include who will be teaching the group, when, and where.
- Provides demonstration lessons, co-plans, co-teaches and pulls small groups of students to support differentiated instruction and/or implement supplemental instructional programs.
- Assists teachers in the development of appropriate instructional activities that are differentiated to meet the varying needs of all students during core subject areas.
- Assists in assessing the needs of students and teachers by analyzing core content data to include progress with supplemental instruction.
- Assists teachers in analyzing and interpreting data to identify instructional implications based on classroom performance and, if applicable, progress with supplemental instruction.
- Works in collaboration with other Title I specialists to generate data reports for the Title I office and Instructional Leadership Teams to inform members of students' progress, including supplemental programs.
- Organizes professional development opportunities related to trainings required to deliver supplemental instruction.
- Plans and implements professional learning opportunities to support teacher understanding of how to effectively differentiate instruction across all content areas.
- 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.
- 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.
- Supports the Title I Teacher Specialists in planning and implementing Parent and Family Engagement Events that involve educating families about supplemental instruction.
- Maintains appropriate recordkeeping forms to document progress of students receiving supplemental instruction.
- Performs other work-related duties as assigned.

SALARY	Salary is in accordance with the HCEA ten-month salary schedule for certificated teachers with a Master's Degree.
REQUIREMENTS	<ul style="list-style-type: none">  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 applications will be accepted for this vacancy until the position is successfully filled. <i>Candidates who apply by Wednesday, April 24, 2024 will receive immediate consideration.</i>

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 Involving **students, refer to:** Ken Miller, 102 South Hickory Avenue, Bel Air, MD 21014 at (410) 375-0408 or Kenneth.Miller@hcps.org; Involving **all other members of the school community, refer to:** Renee McGlothlin, 102 S. Hickory Avenue, Bel Air, MD 21014 at (410) 809-6087 or Renee.McGlothlin@hcps.org. Discrimination complaints may also be filed with other agencies, such as the Office of Civil Rights in the United States Department of Education. Assistant Secretary for the Office of Civil Rights: 400 Maryland Avenue, SW, Washington, DC 20202, 1-800-421-3481. For updated information on the Board of Education, visit www.hcps.org.

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