



Human Resources Office

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

AN EQUAL OPPORTUNITY EMPLOYER

VACANCY ANNOUNCEMENT

April 19, 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 – Early Childhood
Old Post Road Elementary School
(Position Effective for the 2024-2025 School Year)**

Under the direction of the Early Childhood Office, provides direct assistance and support to the instructional leadership team and instructional staff in implementing Early Childhood curriculum and supports.

- *This is a grant funded assignment.*
- *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*
- *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.

- Applies knowledge and understanding of current issues and trends in early childhood instruction.
- Implements and models effective early childhood instruction by working directly with prekindergarten students.
- Assists teachers with the implementation of developmentally appropriate curriculum.
- Assists teachers in planning effective early childhood instruction.
- Provides on-going job-embedded professional development to non-tenured, reassigned, or other identified teachers through co-teaching, demonstration lessons, peer coaching, visitations, conferences, co-planning, and other similar activities.
- Provides technical assistance for developing and supporting the social and emotional growth of students.
- Monitors student readiness and achievement in language, literacy, mathematics, social foundations and physical well-being through data analysis.
- Assists staff in analyzing student achievement data to improve classroom instruction and students' social and emotional growth.
- Attends early childhood meetings and conferences as assigned.
- Develops strategies for increasing communication and alignment of childcare centers, family providers, community-based organizations and parents associated with HCPS early childhood programming for school readiness.
- Collaborates with the Early Childhood Coordinator in the Department of Curriculum, Instruction, and Assessment to provide instructional support and professional development for pre-kindergarten teachers, special education teachers, prekindergarten paraeducators and area childcare centers in the area of developmentally appropriate practices and early childhood instruction.
- Partners with the Office of Professional Development and the Early Childhood Coordinator in the creation, delivery, and evaluation of content-specific professional development for childcare administrators and teachers.
- Assists with the operations of the Office of Curriculum, Instruction, and Assessment in areas such as informational reports and program evaluation.
- Applies and implements evidence-based family engagement early childhood strategies.
- Demonstrates positive attitude and uses effective skills in human relations with students, teachers, administrators, and members of the community.
- Performs other work-related duties as assigned.
- Salary is in accordance with the HCEA ten-month salary schedule for certificated teachers.

SALARY

REQUIREMENTS

- Must hold or be eligible for a Maryland Advanced Professional Certificate with an endorsement in Early Childhood Education.
- Five years of successful teaching experience in Early Childhood Education.
- Demonstrated content mastery in the area of early childhood.
- Demonstrated knowledge of early childhood development in the areas of language, literacy, mathematics, social foundations, physical well-being and curriculum appropriate for prekindergarten students.
- Knowledgeable of and able to collaborate with community and family partnerships.
- Proficient with both informational and instructional technology.
- Working knowledge and understanding of Performance Matters.
- Excellent interpersonal and oral/written communication skills.
- Demonstrated leadership, management and organizational 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. **Candidates who apply by Friday, April 26, 2024, will receive 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.McGlothlin@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