



AN EQUAL OPPORTUNITY EMPLOYER

PLEASE POST

Harford County Public Schools

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

SPECIAL EDUCATION IEP MENTOR (RE-ADVERTISED)

This individual will be responsible for mentoring teachers and assisting in the implementation of the new MD On-Line IEP Program.

DUTIES AND RESPONSIBILITIES INCLUDES:

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 teachers with the implementation of the MD On-Line IEP Program
- provides technical assistance and instructional training through demonstration lessons, peer coaching, conferences, visitations, and other similar activities
- works with the Director and Coordinator of Special Education to create, coordinate, implement, and evaluate staff development activities
- demonstrates positive attitudes and uses effective skills in human relations with students, teachers, administrators, and community members
- provides staff development activities designed to increase the knowledge of administrators and teachers in the areas of IEP development and implementation
- demonstrates active leadership and good judgment in working with teachers
- assists in the alignment of both county and state curriculum
- serves, as assigned, on county committees
- attends appropriate state and local level trainings and professional development
- performs other work-related duties as assigned

Salary is based on the Teacher's Salary Schedule in the Harford County Education Association Negotiated Agreement and will include a stipend.

REQUIREMENTS:

- Hold or be eligible for an Advanced Professional Certificate
- Minimum of two years of successful teaching experience in the field of special education
- Demonstrated knowledge of or training in adult learning theory and/or peer coaching techniques to address the development and implementation of the IEP Program
- Proficient in technology skills
- Excellent communications skills
- Positive reference from a current building principal and supervisor addressing the management, human relations, and communication skills of the applicant.

APPLICATION: Individuals meeting the employment qualifications for the position and desiring to be a candidate should complete an on-line Teacher Application identifying this position from our web site, www.hcps.org.

DEADLINE: Applications must be submitted on-line no later than 4:00 p.m. on Tuesday, November 10, 2009.

October 27, 2009

The Harford County Public School System does not discriminate on the basis of race, color, sex, age, national origin, religion, sexual orientation, marital status, genetic identification, political affiliation, or disability in matters affecting employment or in providing access to programs for employees. Inquiries related to the policies of the Board of Education of Harford County should be directed to the Manager of Communications at 410-588-5203.

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