Community Schools Specialist – Grant
Alternative Education Program at Center for Educational Opportunity
(HCPS INTERNAL APPLICANTS ONLY)
**POSITION EFFECTIVE 7/1/2020**

The Community Schools Specialist grant position is responsible for the implementation, integration, alignment, and coordination of the community school strategy at the assigned school. The Community Schools Specialist coordinates strategic partners and services for children and families, addressing the social-emotional-environmental issues that interfere with students’ academic performance. The position aligns all community-based resources, programs, and services to support students and family needs.

- Grant funded assignments will be in effect as stipulated in the grant. Assignment continuation is contingent upon available grant funding.
- This is a 1-year grant funded assignment to be in effect through June 30, 2021.
- This is an 11-month (210 day) Teacher Specialist position.
- The Community Schools Specialist grant 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

- Implements a menu of needs-driven, high quality programs and services in adherence with the community school model, including but not limited to early childhood programs, expanded learning and enrichment opportunities, health services, parent/family engagement, adult/parent educational needs, direct assistance for shelter, food, and clothing as needed, and interventions to address chronically absent students.
- Ensures the alignment and integration of all programming with the school principal’s vision and in alignment with the instructional curriculum.
- Advises the principal on how to integrate community partners and community members into school governance structures (Family Involvement Teams, Student Service Teams, etc.).
- Coordinates the needs and resource assessment activities on an ongoing basis, employing a variety of strategies including a broad cross-section of stakeholders.
- Provides professional development to staff on the Community School model.
- Oversees the collection of data and provides timely submission of reports and responses to other requests for information from the Maryland State Department of Education.
- Represents the Community School model and HCPS on various committees as needed.
- Provides parents/guardians educational workshops on identified issues related to child development stress reduction, discipline and safety, and teacher/parent/student communication.
- Serves as a liaison with community agencies and assists in fostering communication between schools, community partners, parents/guardians, and community leaders.
- Identifies and mobilizes community resources to support the educational program.
- Attends identified meetings and professional development activities as required.
- Performs other work-related duties as assigned.

SALARY

Salary is in accordance with the HCEA eleven-month salary schedule for certificated teachers with a Master’s Degree.

REQUIREMENTS

- Bachelor’s degree from an accredited college or university.
- Hold or be eligible for a teaching certificate from the Maryland State Department of Education.
- Valid Maryland State license as a Graduate Social Worker, Certified Social Worker; or Certified Social Worker-Clinical preferred.
- Three years of experience working in a school and/or a local, public or community-based organization such as health, faith-based, social services, or a non-profit setting preferred.
- Experience working with Harford County community resources preferred.
Vacancy Announcement
Community Schools Specialist – Grant
Alternative Education Program at CEO
March 2, 2020

Experience facilitating needs assessments and strategic planning sessions preferred.
Experience working with community partnership or in a school setting preferred.
Excellent written and oral 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 Friday, March 6, 2020.

The Harford County Public School System (HCPS) does not discriminate on the basis of race, color, sex, age, national origin, religion, sexual orientation, gender identity, marital status, genetic information, disability, or any other basis prohibited by law with regard to employment of conditions of employment, or participation in or access to its programs, activities or services. Inquiries related to the non-discrimination policy of the Board of Education of Harford County should be directed to the Supervisor of Equity and Cultural Proficiency, 410-809-6065.

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