



Human Resources Office

102 S. Hickory Avenue, Bel Air, Maryland 21014

Telephone: 410-588-5238

Email: staffmanagement@hcps.org

www.hcps.org

August 16, 2022

AN EQUAL OPPORTUNITY

VACANCY ANNOUNCEMENT

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.

READING SPECIALIST Magnolia Elementary School

To serve as a trained specialist and consultant to the total school language arts program.

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.

- Serves as a literacy leader to assist the principal in the development, refinement, or modification of a total school language arts program and literate school environment.
- Supports and assists classroom teachers through lesson demonstrations, co-teaching, instructional planning, participating in classroom grouping, acquiring resource materials, professional development, and facilitating topic study groups to create a balanced literacy program.
- Coordinates and/or assists with the implementation of state and system-wide assessments.
- Coordinates and facilitates research-based reading intervention programs through the identification and selection of such programs, the planning for their implementation, the direct instruction of students, the training of support personnel in intervention implementation, the identification of students for intervention support, and the monitoring of their progress using achievement data.
- Serves as a contact person for the local, state, and international reading councils and promotes their literacy programs such as writing contests and January Reading Month.
- Provides diagnostic services in reading to determine specific skill needs, levels of reading achievement and progress, and placement in appropriate instructional groups and interventions as needed.
- Assists the principal, classroom teachers, support teachers, and school teams with the interpretation of diagnostic data in order to plan instructional programs and to help teachers differentiate instruction.
- Leads integrated language arts committees and serves on school-based committees.
- Coordinates summer school registration.
- Serves as a resource for parents by conducting literacy-based workshops and communicating assessment results and implications to parents regarding their child's reading progress.
- Maintains a current level of literacy knowledge and evidence-based educational practices.
- Navigates computer-based data collection systems/programs in order to monitor student, class, or school-wide reading achievement.
- Serves as a liaison between the school and district language arts office.
- Performs other work-related duties as assigned.




SALARY

Starting salary for the Master's degree with PC grade and five years teaching experience on the 10-month HCEA Salary Schedule (\$62,620).

May increase with additional education and experience.

REQUIREMENTS

- Master's degree or equivalency from an accredited college or university.
- Hold or be eligible for a Maryland Advanced Professional Certificate as a Reading Specialist.
- Five years of successful teaching experience.

-  Knowledge and understanding of Performance Matters.
-  Demonstrated leadership skills.
-  Excellent oral and written communication skills.

HOW TO APPLY

Employment applications are accepted **online only**. To access the application, visit the Employment Opportunities section of the HCPS website at www.hcps.org. If you have questions or require assistance to complete the online employment application, contact the Human Resources Office at 410-588-5238.

DEADLINE

Online employment applications will be accepted **until filled**.

The Board of Education of Harford County Public 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.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE