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.

**VACANCY ANNOUNCEMENT**

**IN-SCHOOL SUSPENSION TECHNICIAN**  
**Magnolia Middle School**

Monitors in-school suspension programs and assists classroom teachers.

**DUTIES AND RESPONSIBILITIES INCLUDE**

- Collects assignments from teachers for students who have been assigned to in-school suspension.
- Monitors the in-school suspension program which will include a daily schedule for all subjects.
- Supervises students assigned to the program in order to ensure that students remain on task throughout the school day.
- Assists students in completing prepared programs which would include lessons on study skills and guidance components related to positive behavior and career education.
- Meets with parents of students who have been assigned to in-school suspension in order to review work that has been completed during the program.
- Assists teachers with students who have behavior problems.
- Performs other work-related duties as assigned.

**SALARY**

Starting Salary for Technician ($30,638)  
May increase with additional education and experience.

**REQUIREMENTS**

- High School diploma.
- Associate of Arts degree or sixty college credits.
- Excellent written and oral communications skills.
- Ability to work with students, parents, and school staff.

**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](http://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
AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE