



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

VACANCY ANNOUNCEMENT

June 1, 2023

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 – PRE-KINDERGARTEN

Under the direction of the Coordinator of Early Childhood Programs, the Pre-Kindergarten Teacher Specialist supports the Department of Curriculum, Instruction and Assessment with the implementation of high-quality early childhood programs as defined by the Maryland State Department of Education, the Maryland College and Career Ready Standards, and the Early Childhood Maryland Blueprint Initiatives.

- *This is a grant funded assignment to be in effect through June 30, 2024.*
- *Grant funded assignments will be in effect as stipulated in the grant.*
- *This is an eleven-month position.*
- *The Teacher Specialist - Pre-Kindergarten 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

- Supports the Coordinator of Early Childhood Programs with the outreach to childcare centers, family providers, community-based organizations and parents associated with HCPS early childhood programming.
- Works in collaboration with the Office of Family and Community Partnerships to plan and provide school-readiness events for parents with children birth- 8 years old.
- Collaborates with the Early Childhood Coordinator and the Office of Curriculum, Instruction, and Assessment to provide instructional support and professional development for pre-kindergarten teachers, assistants and area childcare providers in developmentally appropriate practices and early childhood instruction.
- Supports the Offices of Curriculum, Instruction, and Assessment and Special Education with the development, selection, and modifications of instructional plans and materials to meet the needs of all students.
- Supports the Early Childhood Coordinator, Instructional Leadership Teams, community-based partners, and childcare providers with family engagements on school readiness.
- Collaborates with the Early Childhood Coordinator to manage the Maryland State Accreditation and Maryland Excels standards for high-quality programming for prekindergarten programs and support community providers with Maryland Blueprint initiatives.
- Applies knowledge and understanding of current issues and trends in early childhood instruction for high-quality programming to assist teachers with the implementation of effective early childhood instruction by working directly with birth to eight students and teachers.
- Provides technical assistance by modeling lessons, peer coaching, peer conferences, visitations, and other similar activities.
- Monitors student readiness and achievement in language, literacy, mathematics, social foundations, and physical well-being through data analysis.
- 10. Assists with the operations of the Office of Curriculum, Instruction, and Assessment in areas such as informational reports, program evaluation, and grant implementation.
- Is a member of the Early Childhood Advisory Council.

OTHER RESPONSIBILITIES

- Performs other work-related duties as assigned.

SALARY

- Salary is in accordance with the HCEA eleven-month salary schedule for certificated teachers.

REQUIREMENTS

- Hold or be eligible for an Advanced Professional Certificate with an endorsement in the requisite content area.
- Hold or be eligible for certification as Administrator I, preferred.
- Five years of successful teaching experience in early childhood education.
- Demonstrated knowledge of early childhood development and curriculum appropriate for children birth through age eight.
- Experience and/or coursework in curriculum development and supervision; prior experience in content related leadership role, e.g., Teacher/Curriculum Specialist, Instructional Coach, etc., preferred
- Knowledgeable of and able to collaborate community and family partnerships, including childcare providers.
- Proficient in the use of Microsoft Office software programs and eLearning platforms.
- Outstanding oral and written communication skills.
- Demonstrated leadership, management, and organizational skills.
- Demonstrated knowledge of culturally responsive pedagogy.

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 through 11:59 pm Thursday, June 8, 2023.

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 involving **students**, refer to: Ken Miller, 102 South Hickory Avenue, Bel Air, MD 21014 at (410)375-0408 or Kenneth.Miller@hcps.org; **Involving all other members of the school community**, refer to: Renée McGlothlin, Harford County Public Schools Title IX Coordinator, by mail to 102 S. Hickory Avenue, Bel Air, Maryland 21014, or by telephone to 410-588-5247 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