



Human Resources Office

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www.hcps.org

VACANCY ANNOUNCEMENT

AN EQUAL OPPORTUNITY EMPLOYER

May 5, 2025

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 - MATHEMATICS ***Effective for the 2025-2026 School Year*** ***Havre de Grace Elementary School***

Under the direction of the Mathematics Office, provides direct assistance and support to the instructional leadership team and instructional staff in implementing the mathematics curriculum and supports.

- *Teacher Specialists are required to work one additional hour per day beyond the teacher schedule.*
- *Position is eligible for the Teacher Specialist stipend.*

ESSENTIAL DUTIES AND RESPONSIBILITIES MAY INCLUDE

These items are intended only as examples of the various types of job duties to be performed; specific position assignments will vary depending on the needs of the department. 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 in the implementation of both county and state curriculum.
-  Collaborates with the Mathematics Office supervisor and the building principal to create, coordinate, implement, and evaluate teacher assistance and staff development activities.
-  Collaborates with the Mathematics Office supervisor to develop, deliver and evaluate professional development activities designed to increase the knowledge of classroom teachers, special education teachers and designated support staff in the content area, effective teaching practices, and the Maryland School Performance Program.
-  Provides program guidance to the instructional leadership team in the area of mathematics instruction to ensure alignment with district-wide initiatives.
-  Assists the Mathematics Office, the Office of Special Education and the Office of Personalized Learning to implement appropriate mathematics programs and supports for students identified with special needs.
-  Assists the instructional leadership team, teachers and the Mathematics Office with analyzing student achievement data in order to plan instructional programs, design professional development and to assist teachers with differentiated instruction in order to improve classroom instruction.
-  Serves on county curriculum development committees when assigned.
-  Supports and assists classroom teachers through instructional planning, co-teaching, professional development, and facilitating topic study groups to support the mathematics curricular program.
-  Provides technical assistance through modeling lessons, peer coaching, conferences, visitations, and other similar activities.
-  Maintains a current level of mathematics knowledge and evidence-based educational practices.

SALARY

- Demonstrates positive attitudes and uses effective skills in human relations with students, teachers, administrators, and members of the community.
 - Assists with the implementation of state and county-wide assessments.
 - Performs other work-related duties as assigned.
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- This is an ten-month position. Salary range based on the FY 2024-2025 HCEA Salary Schedule for Certificated Teacher Personnel. Starting Salary: \$57,225– Maximum Earnings Potential \$110,577.
 - Certificated Teacher personnel are eligible to receive a \$2,352 first year stipend.
 - Full salary schedules can be found at <https://www.hcps.org/departments/humanresources/vacancies.aspx>
 - HCPS offers an expansive benefits package including medical, vision, dental, life insurance, retirement savings, pension, paid time off, and more.
 - For a complete list of benefits, please visit the Employment Benefits section: <https://www.hcps.org/departments/HumanResources/Default.aspx>
 - For more information on holidays and paid time off, please refer to the Holidays and Leave Provisions sections of the HCEA Negotiated Agreement: <https://www.hcps.org/boe/collectivebargaining.aspx>
 - FLSA: Exempt

TRAINING AND EXPERIENCE REQUIRED

- Master's Degree from an accredited college or university.
- Must hold or be eligible for a Maryland Advanced Certificate or Maryland Professional License.
- Five years of successful teaching and/or administrative experience.
- Working knowledge and understanding of Performance Matters.
- Demonstrated content mastery.
- Demonstrated leadership, management and organizational 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 for this vacancy until the position is successfully filled. **Candidates who apply by Friday, May 9, 2025, will receive immediate consideration.**

The Board of Education of Harford County is committed to providing an inclusive and welcoming environment for all employees and applicants. We adhere to the principles of equal opportunity in all aspects of employment and do not discriminate on the basis of race, color, national origin, sex (including pregnancy and related conditions, sexual orientation, and gender identity), religion, disability, age, genetic information, or any other characteristic protected by applicable federal, state, or local laws.

In accordance with Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, and Title VII of the Civil Rights Act of 1964, the Board of Education of Harford County prohibits discrimination based on sex, race, color, national origin, religion, or any other protected characteristic in any program or activity it operates. The Board of Education of Harford County encourages applications from all qualified individuals.

Inquiries or concerns about your rights related to Title IX can be directed to our Title IX Coordinator, Dr. Eric Davis, at 102 South Hickory Ave, Bel Air, MD 21014, 410-588-5202, or TitleIX@hcps.org. Inquiries related to your rights under Title VI or Title VII can be directed to our Coordinator of Investigations, Ms. Renee McGlothlin, at 410-809-6087 or Renee.McGlothlin@hcps.org. Harford County Public Schools' non-discrimination policy can be accessed here: [NON-DISCRIMINATION POLICY: \(hcps.org\)](#) and found on the HCPS website under Board of Education Policies and Procedures. Harford County Public Schools' non-discrimination statement can be accessed here: [NON-DISCRIMINATION STATEMENT: \(hcps.org\)](#) and found on HCPS' homepage.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE