



Human Resources Office

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www.hcps.org

VACANCY ANNOUNCEMENT

AN EQUAL OPPORTUNITY EMPLOYER

August 25, 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 – TITLE I *Magnolia Elementary School*

To provide, under the direction of the supervisor, direct assistance and support to all Title I classroom teachers, family liaisons, and paraprofessionals in implementing the curriculum using appropriate strategies to meet the needs of a diverse at risk student population.

- Teacher Specialists 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 the Principal in coordinating, planning, and implementing long-range goals and objectives for students, teachers, and paraprofessionals in the Title I program.
- Assists in the implementation of both county and state curriculum.
- Assists teachers in the development of appropriate instructional activities, including assessments.
- Assists in assessing the needs of students and teachers by analyzing data.
- Assists teachers in analyzing and interpreting data to identify instructional implications.
- Generates data reports for the Title I office and Instructional Leadership Teams to inform members of students' progress, including intervention programs.
- Facilitates data analysis and reporting meetings with the Instructional Leadership Teams.
- Utilizes data results to determine the focus of site-based specific needs for professional development.
- Confers regularly with administrators, teachers, and paraprofessionals to recommend materials and/or model instructional strategies to meet the needs of students in the Title I program.
- Supports and assists classroom teachers through instructional planning, co-teaching and professional development to support the instructional program.
- In collaboration with the building administrators, and content supervisors, provides staff development activities which are designed to increase the knowledge of teachers in the content areas, and effective teaching and learning practices.
- Demonstrates positive attitude and uses effective skills in human relations with students, teachers, administrators, and members of the community.
- Participates as a member of the Instructional Leadership Team in an assigned school.
- Demonstrates active leadership and good judgment in working with teachers, students, parents, paraprofessionals, and Instructional Leadership Teams.
- Responsible for Parent Involvement at the assigned school to include coordination of parent activities, parent meeting.

- Provides technical assistance through peer coaching, conferences, visitations, and similar activities.
- Maintains appropriate recordkeeping forms to document student progress and Title I program effectiveness.
- Responsible for the coordination and documentation of all Title I compliance components.
- Assists the Title I Office with regional Title I initiatives.
- Performs other work-related duties as assigned.

SALARY

- This is a ten-month position. Salary range based on the FY 2025-2026 HCEA Salary Schedule for Certificated Teacher Personnel. Starting Salary: \$57,797– Maximum Earnings Potential \$111,648.
- Certificated Teacher personnel are eligible to receive a \$2,376 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 Advanced Professional License with endorsement in Early Childhood Education or Elementary Education.
- Five years of successful teaching experience.
- 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 for this vacancy until the position is successfully filled. **Candidates who apply by Friday, August 29, 2025, will receive immediate consideration.**

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