

Teacher Special Education High School

The Howard County Public School System (HCPSS) is one of the leading school systems in Maryland and the nation. Our mission is to ensure academic success and social-emotional well-being for each student in an inclusive and nurturing environment that closes opportunity gaps. To learn more about employment with HCPSS, please visit <https://www.hcpss.org/employment/>.

DESCRIPTION

Under direction of the Principal and/or Assistant Principal, the Special Education teacher provides direct instruction and instructional support to students with disabilities and works in collaboration with the general education teacher and the student's team members. Special Education Teachers must possess knowledge of differentiated instruction, data collection, best instructional practices, research based reading instruction, and other pertinent special education policies/laws. Special educators perform special education case management responsibilities that include the development, implementation and monitoring of Individual Education Program plans in collaboration with the teachers, related service providers, families, and the student.

MINIMUM QUALIFICATIONS

Applicants must meet all qualifications below to be considered for the vacancy.

Education:

- Bachelor's degree

Certification/Licensure:

- Meets the Maryland State Department of Education licensure requirements for Special Education (Grades six-twelve) licensure.

PREFERRED QUALIFICATIONS

- Three previous years of teaching experience.
- Holds a current Maryland State Department of Education license in Special Education (Grades 6-12).

ESSENTIAL POSITION RESPONSIBILITIES

The below list is a summary of the functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties.

- Plans and implements instructional programs and interventions that adhere to HCPSS goals and priorities.
- Provide direct instruction and instructional support to students with disabilities and general education teachers.
- Serves as liaison between school staff and administration including the special education supervisor.
- Prepares for IEP team meetings and provides case management for assigned students with disabilities.
- Serves as a member of the IEP team as appropriate.

- Interprets both informal, and classroom-based assessment for students in order to make instructional decisions.
- Collects data on student performance to improve student outcomes and direct instruction.
- Administers and interprets formal assessments as appropriate.
- Selects and adapts materials to assist students with disabilities to access the general education curriculum, as appropriate.
- Communicate effectively with students and families in an effort to share updates and progress.
- Participates in professional development activities designed to advance teacher knowledge in the areas of instruction, best practices, differentiated instruction, changes in educational policy, and other information as may be necessary to improve classroom instruction and programming for students with disabilities.
- Supervises and plans for the continuing professional development of paraeducators assigned to the classroom.
- Sets up and operates equipment; uses assistive technology to support student learning and communication and other equipment.
- Helps maintain order and discipline and assists in managing the behavior of students, including crisis intervention.
- Assists with routine care, including personal hygiene, toileting, feeding and other custodial tasks, as required or requested.

ESSENTIAL KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of the HCPSS curriculum for the grade/content range of the position.
- Thorough knowledge of IEP, learning theory, differentiated instruction, data collection, best instructional practices, research-based reading instruction, multicultural education, assessments.
- Ability to provide differentiated instructional techniques that inspire, motivate and meet the individual educational needs of all students.
- Ability to develop and nurture an atmosphere and educational environment conducive to the intellectual, physical, social and emotional development of all students.
- Knowledge of the principles and practices of special education including Individualized Education Programs (IEP). • Skilled in classroom behavior management.
- Skilled in preparing and implementing lesson plans and modifying curriculum for special-needs students.
- Skilled in communicating with students, their parents and/or families, administrators, related service providers, paraprofessionals and other stakeholders.
- Knowledge of and skill in the use of database, internet, spreadsheet, word processing, and related applications.
- Knowledge of and skill in the use of technology, audio-visual aids and other equipment to supplement instruction.
- Ability to maintain confidential information.
- Ability to communicate effectively, both orally and in writing

SELECTION CRITERIA

Applicants who meet the minimum qualifications will be included in further evaluation. Interviews will be limited to those applicants who, in addition to meeting the basic requirements, have experience and education which most closely match the position qualifications and the needs of the school system.

EMPLOYMENT INFORMATION

Compensation

This is a 10-month per year position in the Howard County Educators Association (HCEA) employee bargaining unit. The [current salary ranges](#) for this position are on the [10-Month Teacher Special Education salary](#) scale. Actual placement will be in accordance with the salary procedures of the Howard County Public School System and the HCEA Master Agreement which considers education and relevant prior experience. Under the Fair Labor Standards Act, this position is exempt from overtime.

Retirement

Membership in the Maryland State Retirement Agency (MSRA) pension plan is a mandatory condition of employment for all employees who meet the eligibility and membership criteria defined in the State Personnel and Pensions Article and the Code of Maryland Regulations (COMAR). A qualifying employee cannot reject membership, nor can an ineligible employee elect membership. The annual contribution to the pension plan will be 7% of an employee's annual salary.

Benefits

HCPSS offers a [comprehensive benefits package](#) for eligible employees. Information about additional benefits such as paid time off can be found in the [negotiated agreement](#) for employees in this bargaining unit.

Pre-Employment Requirements

Professional references will be contacted prior to any offer of employment. Recommended candidates will be required to provide references from current and recent supervisors.

All employees, regular and temporary, must be fingerprinted, have a criminal background investigation completed, and successfully complete the Maryland Employment History Review, pursuant to Section 6-113.2 of the Education Article, Annotated Code of Maryland. In addition, some positions will require completion of a physical examination and/or drug testing.

Anyone offered employment is required to provide proper identification and documentation of eligibility for employment in the United States. HCPSS participates in E-Verify and does not offer employee sponsorship.

For questions regarding this vacancy, please contact:

Cathleen Maloney

Recruitment Specialist

Office of Human Resources

cathleen_maloney@hcpss.org

EQUAL OPPORTUNITY EMPLOYER

Applicants who may require assistance and/or an accommodation during the recruitment process for steps such as completing the application or interviewing should contact Julia Bialeski, Coordinator of Recruitment and Hiring, at julia_bialeski@hcpss.org or by calling (410) 313-5600.

HCPSS celebrates diversity and is committed to creating an inclusive environment for all employees and applicants and prohibits discrimination, harassment, and retaliation of any kind. HCPSS is committed to the principle of equal employment opportunity for all employees in providing them with a work environment free of discrimination and harassment. All employment decisions at HCPSS are based on organizational needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, veteran status or present military service, family medical history or genetic information, family or parental status, or any other characteristic protected by federal, state or local laws.

Join our award-winning workforce and make a difference in the lives of our students!