

Black Student Achievement Program (BSAP) Community Liaison- Secondary

*This position opens **January 31, 2022** and closes **February 14, 2022**.*

In alignment with our [Strategic Call to Action](#), the Student Access and Achievement Program supports various school-based acceleration and enrichment programs offered during the school day, after school hours, and beyond the school year. The goal of Student Access and Achievement is to provide support for our school system's efforts to accelerate the academic achievement of all students, especially Black/African American, Hispanic/Latinx international and English Language Learners.

To learn more about employment with the Howard County Public School System (HCPSS), please visit our website at <https://www.hcpss.org/employment/>.

DESCRIPTION

The Black Student Achievement Program (BSAP) Community Liaison is employed through the Howard County Public School System and is assigned to one or more specific schools. Under the guidance of the BSAP Specialist, the person in this position collaborates with students, staff, families, and community members to accelerate the academic achievement of all African American students.

ESSENTIAL POSITION RESPONSIBILITIES

- Collaborates with school staff to implement the HCPSS's vision and mission and contributes to the realization of the four overarching commitments to value, achieve, connect, and empower.
- Supports African American students and their families in the Howard County Public School System.
- Serves as a communication link between school staff and African American students and their families.
- Monitors the progress of all African American students, in collaboration with school staff, to ensure their placement in appropriate programs, in order to accelerate their academic achievement.
- Monitors the behavioral data of all African American students, in collaboration with school staff, in order to increase positive learning behaviors and ensure student achievement.
- Educates the school community towards a deeper understanding of African American students and their families.
- Facilitates the involvement of African American families in the educational process.
- Collaborates with non-profits and government agencies to support African American students and their families.
- Conducts Parent Information Meetings in collaboration with programs and offices within the Division of Academics.

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

MINIMUM QUALIFICATIONS

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

Education:

- Hold a Bachelor's degree from an accredited college or university in education, a social science, or a related field.

Experience:

- Experience working with African American secondary students, and their families, in the United States.
- Excellent written and oral communication skills.
- Ability to work collaboratively with people of different backgrounds.
- Evidence of successful interpersonal skills that will enable the candidate to communicate and work collaboratively with administrators, central office staff, students, teachers, families, and other stakeholder groups.
- Proficiency with web-based productivity and collaboration tools (Google Suite preferred or Microsoft Office Suite).

PREFERRED QUALIFICATIONS

- Experience analyzing data and making data-driven decisions.
- Experience working on equity, advocacy, or related projects.
- Experience working with community organizations or government agencies.

EMPLOYMENT INFORMATION

This is a 10-month per year position in the Howard County Education Association Educational Support Professionals bargaining unit. The current salary range for this position is on the Technical Central Office and School Based salary scale, Grade 20, \$32,124 - \$74,225. Salary will be determined based on actual relevant experience and in conjunction with the salary procedures of the Howard County Public School System. Under the Fair Labor Standards Act, this position is exempt from overtime.

Currently all full-time and part-time HCPSS staff are required to provide proof of full COVID-19 vaccination or undergo weekly testing.

APPLICATION INFORMATION

Only applicants who submit all the requested information by the closing date of the vacancy will be considered for this position. Please note that a completed application includes:

- A complete application form that includes a listing of employment locations with dates of employment and names of direct supervisors.
- All supplemental materials (i.e.: resume, letter of introduction, and transcripts) required to verify that you meet the minimum qualifications.

HCPSS requires an official [evaluation of foreign credentials](#) to verify educational qualifications for degrees earned from foreign institutions.

Interviews will be limited to those applicants who, in addition to meeting the basic requirements, have experiences and education which most closely match the position qualifications and the needs of the school system.

For questions regarding this vacancy, please contact:

Sandy Saval
Human Resources Business Partner
Office of Human Resources
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Equal Opportunity Employer

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.