

Director of Program Innovation and Student Well-Being

*This position opens on **May 25, 2022** and closes **June 6, 2022**.*

The Howard County Public School System (HCPSS) is one of the leading school systems in the state of Maryland and the nation. In alignment with our [*Strategic Call to Action*](#), our mission is to ensure academic success and social emotional well-being for our approximately 57,000 students 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 the direction of the Executive Director of Program Innovation and Student Well-Being, the Director provides leadership for improving academic programs and creating pathways to sustain and accelerate student achievement through cross-divisional collaboration, partnerships, professional learning, and procedures that support social emotional development and mental and physical health at individual schools and systemwide.

ESSENTIAL POSITION RESPONSIBILITIES

- Provides leadership and oversight in all matters related to the operation, coordination, and evaluation of all programs and initiatives within the department.
- Ensures compliance with COMAR, Maryland State Department of Education (MSDE), and the Maryland Department of Health and Mental Hygiene (DHMH).
- Leads the development of engaging and empowering learning experiences including leveraging technology, authentic learning opportunities, and relevant learning.
- Works with programs such as Dual Enrollment, Career and Technical Education, and Digital Education to provide additional opportunities for students.
- Supports and develops academic and behavior intervention systems based on a Multi-Tiered System of Supports (MTSS).
- Supports the Restorative Justice work of the HCPSS.
- Collaborates with staff across the Division of Academics to develop and implement programs that support student well-being and academic success.
- Supports the district's policies to prevent, identify, and address bullying, harassment, and/or intimidation.
- Keeps abreast of current developments in areas of curriculum, pedagogy, learning theory, program organization, and educational administration as they relate to social emotional learning and behavioral supports.
- Plans, designs, and leads professional learning opportunities and coaching to support teachers in implementing best practices to promote social and emotional learning, to establish supportive learning environments, and to develop effective classroom management practices.
- Facilitates outreach including topics related to student wellness, mental health and school system initiatives with parents, community members, advocacy groups, and advisory groups.

Dr. Michael J. Martirano, Superintendent

- Uses current technology to manage and enhance programs, including the data warehouse and the learning management system which support curriculum and teacher/administrator professional learning.
- Prepares information about and provides leadership for the development and submission of budgets related to state and federal grants and HCPSS operating budgets.
- Attends HCPSS Board of Education meetings and public budget hearings, as appropriate.
- Seeks, applies for, and facilitates grants aligned with programs within the office.
- Collaborates with county agencies and organizations.
- Collaborates within the Division of Academics on shared policies.
- Collaborates with stakeholders and the community.

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 the following qualifications, listed below, to be considered for the vacancy.

Education:

- Master's degree from an accredited college or university in Education, a Student Services field, Curriculum and Instruction, Administration and Supervision, or a related field.

Certification:

- Hold a current Maryland State Department of Education (MSDE) Advanced Professional Certificate with the Administrator I endorsement.

Experience:

- Five (5) years of leadership experience as a school-based administrator or central office supervisor within a PreK-12 setting.

PREFERRED QUALIFICATIONS

- Doctoral degree or Certificate of Advanced Graduate Studies and/or related areas.
- Hold a current Maryland State Department of Education (MSDE) Advanced Professional Certificate with the Administrator II endorsement.
- Three (3) years of experience providing behavior supports to students.
- Three (3) years of experience using student data (i.e., attendance, behavior, residency, etc.) to make programmatic decisions.
- Three (3) years of experience developing school system budgets.
- Three (3) years of experience designing and delivering professional learning opportunities.

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SELECTION REQUIREMENTS

Applicants who meet the minimum qualifications will be included in further evaluation. The evaluation may be a rating of your application based on your education, training, and experience as they relate to the requirements of the position. Therefore, it is essential that you provide complete and accurate information on your application. Please report all related education, dates, and hours of work. Clearly indicate your college degree and major on your application, if applicable.

For education obtained outside the U.S., any job offer will be contingent on the candidate providing an evaluation for equivalency by a foreign credential evaluation service prior to starting employment (and may be requested prior to interview). HCPSS requires an official [evaluation of foreign credentials](#) to verify educational qualifications.

EMPLOYMENT INFORMATION

This is a 12-month position in the Administrative, Management, and Technical employee unit. Salary placement will be in conjunction with salary procedures of the Howard County Public School System which considers relevant prior experience. The average starting salary range for this position is \$118,776 - \$159,921. Under the Fair Labor Standards Act, this position is exempt from overtime.

Under the HCPSS Telework Program, this position may have flexible work from home options available. Approval is based on the needs of the department and the school system.

HCPSS encourages vaccination against COVID-19 as a continuous mitigation strategy for the health and wellbeing of students and staff.

APPLICATION REQUIREMENTS

Complete applications must be submitted by the closing date. Information submitted after this date will not be added. Incomplete applications will not be accepted. Resumes will not be accepted in lieu of a completed application.

Only applicants who submit all the requested information by the closing date of the vacancy will be considered for this position. 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.

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, educator certificate, and transcripts) required to verify that you meet the minimum qualifications.

For questions regarding this vacancy, please contact:

Sandy Saval
Human Resources Business Partner
Office of Human Resources
(410) 313-6689
sandy_saval@hcpss.org

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.