

## **Restorative Justice Specialist – Employee on Special Assignment (HCPSS Internal Employees ONLY)**

*This position opens on June 21, 2022 and closes June 27, 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 more than 58,000 students in an inclusive and nurturing environment that closes opportunity gaps.

### **DESCRIPTION**

Under the direction of the Director of Diversity, Equity & Inclusion, the Restorative Justice Specialist will educate staff of the Howard County Public School System on restorative justice. Through direct work with administration, staff, students, families, and community members, this position will work to support school administrators with the implementation of restorative justice. The Restorative Justice Specialist will collaborate with staff, students, and families through a partnership between HCPSS and Howard County Education Association.

### **ESSENTIAL POSITION RESPONSIBILITIES**

- Provide leadership and support to school administrators in developing and implementing a whole school approach to restorative justice.
- Design, develop, and deliver ongoing professional learning opportunities for teachers and staff on implementing restorative justice in their school communities.
- Serve as a coach/mentor for educators to support a whole school approach to strategically implement restorative justice into everyday practices.
- Provide opportunities for educators, students, and families to participate in peace circles.
- Assist with the facilitation of relationship building opportunities throughout school communities.
- Maintain a sustainable professional learning community that provides continuous support for educators implementing restorative justice.
- Attend training and cohort meetings offered through the Howard County Education Association to learn best practices for restorative justice implementation and disseminate this knowledge throughout Howard County Public School System.
- Build connections and relationships with families and community members to share information about restorative justice implementation throughout Howard County Public School System.
- Cultivate advocates for restorative justice throughout Howard County.

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 qualifications listed below to be considered for the vacancy.**

- Completion of the four-day Peace Circle training program offered by Howard County Education Association.
- Experiencing implementing whole school restorative justice within a HCPSS school.

<b>Applicants must meet the criteria in ONE of the rows below.</b>	
High school diploma or equivalent	Seven (7) years of experience in public education.
Associate degree	Five (5) years of experience in public education.
Bachelor's degree	Three (3) years of experience in public education.

**PREFERRED QUALIFICATION**

- Completion of the four-day Repairing Harm training offered by Howard County Education Association.

**SELECTION REQUIREMENTS**

Applicants who meet the minimum qualifications will be included in further evaluation. The evaluation may be a rating of your application based upon your education, training, and experience as they related to the requirements and preferred qualifications of the position.

**EMPLOYMENT INFORMATION**

This position posting is only available for internal employees of Howard County Public School System within the Howard County Education Association bargaining units. Employees within the Howard County Education Association (HCEA) bargaining unit must be tenured to be considered for the position. Employees within the Howard County Education Association-Educational Support Professionals (HCEA-ESP) must have completed their probationary period to be considered for the position. Under the Fair Labor Standards Act, this position is exempt from overtime.

In accordance with the HCEA and HCEA-ESP negotiated agreements, an employee on special assignment will retain the current step and lane on their current salary scale for one (1) year for the purpose of engaging in collaborative HCPSS-Association activities. An individual designated to serve in this position shall become or remain a full-time employee of the Howard County Public School system. For individuals who are part-time prior to serving in this position, there is no guarantee of a return to a part-time position once the position expires. Upon completion of their term(s), the individual will return to their original position or a similar position and salary.

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

### **APPLICATION REQUIREMENTS**

Applicants interested in the position will need to complete the online application form linked in the job announcement through the Staff Hub. Complete application forms must be submitted by the closing date. Information submitted after this date will not be added. Incomplete application forms will not be accepted. Resumes will not be accepted in lieu of a completed application form.

**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 experience and education which most closely match the position qualifications and the needs of the school system.

#### ***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.