



CECIL COUNTY PUBLIC SCHOOLS

DEPARTMENT OF HUMAN RESOURCES

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
201 BOOTH STREET • ELKTON, MD 21921

Serving Learners, Families, and the Community

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Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

Diana B. Hawley
President, Board of Education

PLEASE POST

July 6, 2023

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CLOSING DATE: July 28, 2023

NEW TEACHER INDUCTION MENTOR/INSTRUCTIONAL COACH (PreK-12)

**Non-FTE – Hourly Position
(CCPS RETIREES ONLY)**

GENERAL PURPOSE OF POSITION

Under the direction of the Director of Education Services, and in collaboration with a network of colleagues, including but not limited to instructional coordinators, building administrators, and other instructional coaches, the New Teacher Induction Mentor will provide professional development to non-tenured teachers, across all grade levels, in the areas of instructional strategies, content mastery, classroom management, and assessment. This position would include mentoring, observing for feedback, staff development, and co-teaching.

ESSENTIAL DUTIES AND RESPONSIBILITIES OF POSITION

1. Provides instructional support to non-tenured teachers focused on the Cecil County Public Schools Strategic Plan, the teacher observation system, and the Maryland College and Career Ready Curriculum through the following means: planning, collaboration, modeling, coaching, technical assistance, data collection, and feedback.
2. Works collaboratively with schools and instructional coordinators to develop high quality professional development opportunities in the following areas: content planning, instructional strategies, assessment and management, and organization.
3. Works collaboratively to share highly effective instructional strategies that are utilized throughout the implementation of a rigorous county curriculum.
4. Provides guidance and support to teachers as they develop disciplinary and interdisciplinary concepts, select differentiated approaches to deliver instruction, and modify and manage instructional plans and materials to meet the needs of all students.
5. Maintains appropriate teacher mentoring artifacts that may include written or electronic records, logs, and video and audio recordings.
6. Participates in school and county workshops as directed.
7. Communicates the program's goals and interacts with teachers and administrators to establish a collaborative learning network.
8. Maintains regular, on-time attendance that flexibly meets elementary and secondary school schedules.

MINIMUM REQUIREMENTS OF THE POSITION

1. Has obtained a Maryland Professional Certificate in Elementary or Secondary Education, valid certificate preferred.
2. Has obtained an APC or Master's Degree.
3. A minimum of five years successful teaching/administrative experience is preferred.

(over)

4. Demonstrates leadership ability.
5. Demonstrates knowledge of child development, learning theories, and effective teaching techniques that will address the needs of diverse learners.
6. Has thorough knowledge of and proven experience with research-based instructional strategies.
7. Has good interpersonal communication skills and is able to build networks of people, across all grade levels, towards a common purpose.
8. Must be able to react to change in a positive and productive manner.
9. Must have a willingness to learn, participate in training, and seek opportunities for professional growth.
10. Is available to begin the role prior to the first new teacher duty day of the school year.

SALARY

This is a grant funded non-FTE hourly position. The hourly rate for this position is \$50.00/hr. with a maximum of 25 hours per week. The grant expires on June 30, 2024, and there will be no guarantee this position will continue past the grant period expiration date.

APPLICATION PROCEDURE

Interested personnel **retired** from Cecil County Public Schools and meeting the minimum qualifications of the position must submit:

- letter of interest,
- complete résumé,
- two professional references with valid email addresses and phone numbers in the reference section of the application,

All completed applications must be submitted through AppliTrack at <http://www.applitrack.com/cecil/onlineapp>. Information requested must be received no later than **11:59 p.m. on July 28, 2023.**

The Cecil County Public Schools prohibits discrimination in its educational programs, activities, and employment on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, sexual orientation, genetic information, gender identity, or disability.

Further information can be found in Policy AC on BoardDocs

<http://go.boarddocs.com/mabe/cecil/Board.nsf/goto?open&id=CAEP475FE564>