



# POSITION ANNOUNCEMENT

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State Superintendent of Schools

Office of Human Resources · 200 West Baltimore Street · Baltimore, MD 21201 · 410-767-0019 · 410-333-3045 TTY/TDD

**CURRICULUM, INSTRUCTIONAL IMPROVEMENT & PROFESSIONAL LEARNING**

August 3, 2018

**POSITION TITLE:** Education Program Specialists I, Striving Readers Comprehensive Literacy Grant Specialists Birth-Grade 5 –AND- Grade 6-12 \*2 positions\*

**POSITION NUMBER:** 231996 & 231997 (JobAps# 18-005055-0021) - Contractual

**SALARY:** State Salary Grade 21  
Annual Salary Range: \$60,543 - \$88,424

**LOCATION:** 200 West Baltimore Street  
Baltimore, Maryland 21201

**NATURE OF WORK:** These are two professional contractual positions responsible for providing leadership and oversight for Maryland's Striving Readers Comprehensive Literacy Grant (SRCL) program. One position is responsible for providing supervision, technical assistance, and monitoring in all matters pertaining to the birth through grade 5 components of grant implementation and one position will be responsible for the same components for grades 6-12.

**DUTIES AND RESPONSIBILITIES:** Provides technical assistance to local school systems in the implementation of their SRCL grant projects; oversees the implementation of the birth through grade 5 –and- Grade 6-12 SRCL grant goals; provides support and monitors the fidelity of implementation of evidence based practices; collects and shares data regarding the effectiveness of the projects.

**MINIMUM QUALIFICATIONS:** **EDUCATION:** Master's Degree or equivalent 36 credit hours of post baccalaureate course work in Education, Educational Administration/Supervision, Reading/English Language Arts or a closely related field. Certification in Early Childhood Education, Reading and/or English Language Arts is required.

**EXPERIENCE:** Four (4) years of professional administrative, accountability or teaching experience in or affiliated with an education program including two (2) years of experience in coordinating or administering an education program or service directly related to the position. Experience with an Early Childhood or English Language Arts education program is preferred.

**NOTES:**

1. Two years of additional experience as defined above may be substituted for the Master's Degree.
2. Possession of a Doctorate in a field related to the position may be substituted for one year of the experience requirements

**ESSENTIAL REQUIREMENTS:** Knowledge of the Maryland College and Career Ready Standards and the Maryland Comprehensive Literacy Plan; knowledge of curriculum and evidence-based instructional practices in ELA; skill in implementing, monitoring, and evaluating education programs; skill in developing and presenting staff development programs; ability to interpret and apply principles and policies governing ELA education programs; ability to organize and manage multiple tasks; ability to work as a team member and establish and maintain effective working relationships; ability to communicate effectively, both orally and in writing.

**PROCEDURE FOR APPLICATION:**

To apply for these positions online go to [MSDE Jobs on JobAps](#) (or complete an MSDE Application on [marylandpublicschools.org](#)). On-line applications (and resumes) are the preferred method for receiving your application/attachments. Using this method will allow applicants to access their documents for future recruitments for which they apply and verify that the appropriate documents (resume-credentials) have been attached to the recruitment that requires them. Applicants must include their resume and provide sufficient information on the application to document that they satisfy the minimum qualifications for this recruitment. Please do not put "See Resume" in the job duties section of your application; your application will not be considered.

If you utilize fax or regular mail as the option to submit required attachments, you will need to resubmit these documents each time you apply for a new position that requires the attachments. Additionally, you must include the following information on each page of the attachment you submit in order to ensure that we append the attachments to the correct recruitment: First and Last Name, Recruitment Number, and the last 4 digits of your SS# and indicate application for **Education Program Specialist I, Striving Readers Comprehensive Literacy Grant Specialist Birth-Grade 5 Position #231996 or Striving Readers Comprehensive Literacy Grant Specialist Grade 6-12 Position #231897 (JobAps #18-005055-0021)**. Mailing Address: Maryland State Department of Education, Office of Human Resources, 200 West Baltimore Street, Baltimore, Maryland 21201. Fax: 410-333-8950 – This fax number is for Department of Education recruitment actions only.

If you have difficulty with your user account or have general questions about this online application system, please contact the MD Department of Budget and Management, Recruitment and Examination Division at 410-767-4850. For inquiries or an MSDE Application, contact 410-767-0019 or TTY/TDD 410-333-3045 or visit our website at <http://www.marylandpublicschools.org/>.

*Appropriate accommodations for individuals with disabilities are available upon request.*

**CONDITIONS OF EMPLOYMENT:**

Proof of eligibility to work in compliance with the Immigration Reform and Control Act and possible travel throughout the State are required. Any misrepresentation of academic or experience requirements for this position may result in non-selection or termination of employment.

**CLOSING DATE:**

For immediate consideration please submit your application by **August 24, 2018** - Open until filled.