



POSITION ANNOUNCEMENT

Nancy S. Grasmick
State Superintendent of Schools

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

DIVISION OF SPECIAL EDUCATION/EARLY INTERVENTION SERVICES
EARLY CHILDHOOD INTERVENTION AND EDUCATION BRANCH

November 6, 2009

CONTRACTUAL POSITION 121-10

- POSITION TITLE:** Educational Program Specialist I
Early Childhood Intervention and Special Education Services
- SALARY:** State Salary Grade 21
\$56,496-\$82,514
- LOCATION:** 200 West Baltimore Street
Baltimore, Maryland 21201
- NATURE OF WORK:** This is a professional contractual position responsible for providing technical assistance and support to the Early Childhood Intervention and Education Branch, local Infants and Toddlers programs, local school systems' preschool special education services, and other public and private providers of early childhood care and education for the implementation of the Extended Individual Family Services Plan Option (IFSP).
- DUTIES AND RESPONSIBILITIES:** Provides technical assistance to local programs for developing resources that inform parents of children participating in Infants and Toddlers programs of their Extended IFSP Option; creates professional development resources for use by local Infants and Toddlers programs and preschool special education services; identifies and disseminates successful local implementation strategies, accommodations modifications and best practices for supporting a consistent early childhood transition processes for children moving from IFSP services to IEP services; provides direction and guidance to local Infants and Toddlers programs regarding educational component to be incorporated into revised Option IFSP that promotes school readiness; collaborates with Early Childhood Intervention and Education Branch staff to develop and facilitate joint professional development on the Maryland Model for School Development, Voluntary State curriculum, and Early Learning Guidelines.
- MINIMUM QUALIFICATIONS:** **EDUCATION:** A Master's Degree or equivalent 36 post baccalaureate credit hours of course work in Education or Special Education. Early Intervention/Early Childhood Special Education, age's birth through five is preferred.
- EXPERIENCE:** Four (4) years of professional administrative or teaching experience in or affiliated with early intervention/early childhood special education; experience must be in coordinating or administering programs related to services for individuals/students with disabilities and their families.
- ESSENTIAL REQUIREMENTS:** Knowledge of trends, regulations, policies, and issues that govern early intervention and preschool special education; knowledge of program evaluation practices; knowledge of IFSP child and family outcomes with Maryland Model for School Readiness that are specific to the implementation of the IDEA Part C Extended Option; skill in managing data for use in program improvement strategies; skill presenting concise and comprehensive technical information, professional development and program evaluation practices; ability to manage multiple tasks; ability to establish and maintain harmonious working relationships; ability to communicate clearly and effectively both orally and in writing.

AFFIRMING EQUAL OPPORTUNITY IN PRINCIPLE AND PRACTICE

PROCEDURE FOR APPLICATION:

Applicants must include their resume and complete a Maryland State Department of Education Application for Employment indicating application for Position #CTR 121-10. The application, resume, and any support documentation must clearly demonstrate that the applicant meets the prerequisite Minimum Qualifications and possesses the Essential Requirements for the position. Completed applications must be directed to the Staff Employment Section within the Office of Human Resources, 200 West Baltimore Street, Baltimore, Maryland 21201; for inquiries or an MSDE Application, contact 410-767-0019 or TTY/TDD 410-333-3045 or visit our website at www.marylandpublicschools.org/MSDE/aboutmsde/jobs. All applications must be received by the closing date **11/20/2009**. 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 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:

November 20, 2009