

ST. MARY'S COUNTY PUBLIC SCHOOLS
EDUCATION SUPPORT PROFESSIONAL POSITION DESCRIPTION

EDUCATIONAL EQUITY ASSURANCE COORDINATOR

POSITION: Educational Equity Assurance Coordinator

REPORTS TO: Chief Strategic Officer

LOCATION: Office of Strategic Planning and Communications

NATURE OF WORK:

This position provides leadership in the implementation of systemic equity focus across the organization. Supports projects and initiatives that enhances the achievement of the diverse student population. Supports school system partners to ensure the implementation of culturally responsive instructional practices and application of an equity lens. Provide professional development and information to stakeholders on a broad range of topics related to educational equity, culturally responsive/responsive practices, and diversity.

ESSENTIAL FUNCTIONS:

- Supports SMCPs strategic planning in providing leadership in the ensuring educational equity across the organization.
- Provides support to schools and offices on the development of programs and initiatives that support equitable access to rigor for all students.
- Provides support to schools in developing and implementing school performance plans that address eliminating gaps in student performance.
- Provides support to offices, departments, and division in developing and implementing educational performance plans that address the systemic focus on educational equity and excellence.
- Demonstrates expertise in the areas of educational equity, culturally responsive instruction, restorative practices and organizational development.
- Initiates and ensures collaboration with the department of research, accountability, and assessment and content offices to support schools in the development of initiatives that support the accelerated achievement of underperforming students.
- Supports the development of a leadership succession pipeline that ensures staff has competency in the application of an equity lens to foster the achievement of all learners.

DUTIES AND RESPONSIBILITIES:

- Provides training and implementation support on building inclusive climates;
- Serves as the liaison to Human Resources in support of educational equity initiatives;
- Assists schools and offices in responding to student data with a focus on achievement and support for social/emotional needs;
- Assists in providing support for academic and co-curricular programs, including after-school and summer enrichment programs;
- Liaison and collaborates with the various offices to ensure the coordinated delivery of services to schools;
- Collaborates with leadership to develop programs, conduct training sessions, engage in conversations, and develop creative ways to engage staff about diversity/equity related issues;
- Serves on committees and councils with the school system and with a number of outside agencies and institutions for the facilitation of diversity and inclusion workshops as requested;

- Represents department and division with universities and professional organizations in addressing and promoting dialogue and aids to facilitate interaction among groups that represent diversity on campus or within the organization; and
- Other duties as assigned.

QUALIFICATIONS:

Required:

- Bachelor's degree required. Master's degree preferred.
- Possession of a current and valid Maryland Advanced Professional Certificate.
- Five years' experience in leading programs serving marginalized populations, demonstrated competency in the areas of educational equity, access, and cultural proficiency.
- Demonstrated success in closing learning/opportunity gaps for students. Other combinations of applicable education, training, and experience, which provide the knowledge, abilities, and skills necessary to perform effectively in the position, may be considered. Experience in supporting the achievement of underserved populations preferred.

Desirable:

- Knowledge of current research-based instructional practices, educational equity and culturally responsive instruction.
- Demonstration of strong human relations skills.
- Demonstration of effective organizational and communication skills.
- Demonstration of computer/educational technology skills.

TERM OF EMPLOYMENT:

Full-time twelve-month position.

SALARY GRADE RANGE:

The salary for this EXEMPT position will be based on EASMC-ESP salary schedule for twelve-month seven hour employees – Range 35.

BARGAINING UNIT ELIGIBILITY: EASMC-ESP