Superintendent’s Office and School-Based Administration

Assistant Superintendent, Human Resources LT-01
Chief Operating Officer’s Office, Gatehouse Administration Center (Open Until Filled) 10721BR

Description: Plans, directs, manages, and evaluates all FCPS Department of Human Resources programs, services, and personnel to include the offices responsible for benefit services, recruitment and staffing, licensure, employee performance, equity and employee relations, salary administration, position classification and organizational development, and employee recognition and retention; serves as liaison between the School Board, employee associations and advisories, community groups, and the Department of Human Resources; and serves as a trustee on the Fairfax County Employee Retirement System Board.

Qualifications: Master’s degree in public administration, business administration, human resources, psychology, or a closely related field, plus eight years of progressively more responsible experience in human resources management. Doctoral degree preferred. Knowledge of the principles and practices of public school system policies and human resources programs; and knowledge of federal, state, and local regulatory requirements applicable to the FCPS human resources programs.

Assistant Principal, High/Secondary School (219 Days) School-Based Administrator Scale Grade 003

- Chantilly High School 10695BR
- Langley High School (One Year Only) 10692BR
- McLean High School (Effective 9/3/18; One Year Only) 10691BR

Description: Assists with the planning, assessment, instructional leadership, communication, community relations, and safety and administrative management required to manage the instructional and special programs, organization, and facilities of and assigned high school or secondary school.

Qualifications: Must hold or be eligible for Postgraduate Professional License with endorsements as a secondary school principal or in administration and supervision preK-12, plus five years of progressively more responsible secondary school level experience in teaching and leadership; or equivalent experience. Can demonstrate knowledge of principles and practices of modern public school secondary education and an ability to apply them to the needs of the school; knowledge of current high or secondary school curriculum and instructional practices and trends; knowledge of public school organization and administration and the support activities required; ability to plan, organize, and coordinate appropriate instructional and operational support programs; ability to plan and supervise the work of others; ability to develop effective working relationships with students, staff, and the community; and ability to communicate effectively, both orally and in writing.

Assistant Division Counsel US-Schedule C Grade 008
Division Counsel, Gatehouse Administration Center 10723BR

Description: Serves as the assistant division counsel for FCPS.

Qualifications: Juris Doctor from an accredited law school, with membership in, or eligibility for, the Virginia Bar, plus a minimum of seven years of recent progressively more responsible experience in a public or private sector legal practice or human resources department which deals with public school legal issues. Expertise in one or more of the following areas—the Constitution, Freedom of Information Act, Family Educational Rights and Privacy Act, intellectual property, student rights, custody, education, employment, civil rights, real estate, local government, procurement, contract, or tort law; experience with litigation and project management preferred. Ability to communicate effectively, both orally and in writing; ability to develop effective working relationships with senior FCPS administrators and community and governmental leaders.
Assistant Principal, Middle School Special Education, School-Based Administrator Scale Grade 002 Herndon Middle School 10719BR

Description: Assists with the planning, assessment, instructional leadership, communication, community relations, and safety and administrative management required to manage the instructional and special programs, organization, and facilities of the special education population of a middle school.

Qualifications: Must hold or be eligible for Postgraduate Professional License with endorsements in administration and supervision preK-12 and in special education area(s) of disability pertinent to the specific school population, plus five years of progressively more responsible appropriate school-level experience in teaching and leadership, some of which shall have been in the special education area to which assigned; or equivalent experience. Can demonstrate knowledge of principles and practices of special education and an ability to apply them to the needs of the school; knowledge of current general and special education curriculum and instructional practices and trends; knowledge of public school organization and administration and the support activities required; thorough knowledge of the range of disabilities and the variety of activities required to educate the population at the school to which assigned; ability to plan, organize, and coordinate both instructional and operational support activities; ability to plan and supervise the work of others; ability to manage the instructional and special programs. Ability to plan, organize, and coordinate appropriate instructional and administrative management required to manage the instructional and special programs, organization, and facilities of an assigned elementary school (grades K-6). Knowledge of current general and special education curriculum and instructional practices and trends; knowledge of master schedule development; ability to assign, supervise, oversee and evaluate a staff of school counselors and support personnel; ability to gain the confidence of students, parents, and professional staff and foster cooperation; and ability to communicate effectively, both orally and in writing.

Assistant Principal, Elementary School (219 Days) School-Based Administrator Grade 001
  - Dogwood Elementary School 10688BR
  - Shrevewood Elementary School 10690BR

Description: Assists with the planning, assessment, instructional leadership, communication, community relations, and safety and administrative management required to manage the instructional and special programs, organization, and facilities of an assigned elementary school (grades K-6). Knowledge of current general and special education curriculum and instructional practices and trends; knowledge of master schedule development; ability to assign, supervise, oversee and evaluate a staff of school counselors and support personnel; ability to gain the confidence of students, parents, and professional staff and foster cooperation; and ability to communicate effectively, both orally and in writing.

Assistant Administrator, Adult High School US-Schedule B Grade 007 Location To Be Determined 10720BR

Description: Assists with the planning, assessment, instructional leadership, communication, community relations, and safety and administrative management required to manage the instructional and special programs, organization, and facilities of the assigned school program; may be assigned management of a major administrative function.

Qualifications: Must hold or be eligible for Postgraduate Professional License with endorsements in administration and supervision, plus five years’ progressive teaching experience; or administrative experience in appropriate education field of specialization or equivalent education and experience. Knowledge of FCPS organization and administration, curriculum, instructional goals, procedures, and practices of assigned school programs. Ability to plan, organize, and coordinate appropriate instructional and operations support programs; ability to plan and supervise the work of others; ability to establish and maintain successful cooperative working relationships with students from diverse populations, staff members, and the community; and ability to communicate effectively, both orally and in writing.

Director, Student Services, Middle School School-Based Administrator Scale Grade 002 Glasgow Middle School 10718BR

Description: Directs a middle school student services program, including academic, college/career, and personal/social counseling, career education, assessment and testing, social and academic adjustment, public relations activities, and student records maintenance.

Qualifications: Postgraduate Professional or Pupil Personnel Services License with endorsements in school counseling or in administration and supervision preK-12, plus six years of progressively more responsible experience in counseling or teaching. Comprehensive knowledge of school counseling techniques, programs and practices; knowledge of adolescent psychology, growth, and development; comprehensive knowledge of principles and practices of the middle school philosophy and current curriculum and instructional trends; knowledge of master schedule development; ability to assign, supervise, oversee and evaluate a staff of school counselors and support personnel; ability to gain the confidence of students, parents, and professional staff and foster cooperation; and ability to communicate effectively, both orally and in writing.

Facilities & Transportation Services

Civil Engineer II US-Schedule B Grade 006 Design & Construction, Gatehouse Administration Center (Open Until Filled) 10709BR

Description: Performs advanced, specialized field and office planning and technical work in civil engineering; performs design, construction, maintenance, installation, or communications design duties; may act as team leader for a small group of engineers; and responsible for civil engineering training module creation and delivery.
Qualifications: Any combination of education and experience equivalent to a bachelor's degree in the civil engineering field, plus five years of progressively more responsible professional experience in the civil engineering field. Thorough knowledge of theory, practices, materials, and equipment of the civil engineering field to which assigned; comprehensive knowledge of engineering design, maintenance, and inspections; ability to perform advanced engineering tasks within field of specialization; ability to supervise professional journey-level and paraprofessional engineers; ability to formulate life-cycle projections; skill in writing reports, specifications, and contract documents; ability to communicate effectively, both orally and in writing.

Facilities Management Liaison US-Schedule B Grade 001
- Facilities Management, Edison Support Center 10715BR
- Facilities Management, Herndon Support Center 10716BR

Description: Acts as frontline customer service representative between a maintenance, central operations, and/or grounds maintenance facility and the various schools and offices; assists with the management of a satellite maintenance facility and personnel.

Qualifications: Any combination of education and experience equivalent to a bachelor's degree in business administration, supervision, or in facilities management with electrical, plumbing, HVAC, and/or structural trades and two years of progressively more responsible experience in the specialty field to which assigned, one year of which shall have been with oversight or lead responsibilities. Can demonstrate knowledge of best practices with respect to customer service; ability to work independently to resolve conflicts and problems; ability to write clear, concise reports; ability to communicate effectively, both orally and in writing; and ability to maintain effective working relationships with school personnel, peers, subordinates, and the public; knowledge of national, state, county and school board regulations, directives, and policies and/or codes applicable to functional responsibilities. Required to have, or obtain within 90 days of hire, specific Federal Emergency Management Agency National Incident Management System certifications or licensure. Facility management professional or certified facility manager certification preferred. Valid driver's license with a good driving record. May be required to work an evening and/or night shift on a regular or rotating basis, and/or agree to assume an emergency call-out list status.

Structural Maintenance Apprentice I/II US-Schedule A Grade 005/007 Facilities Management, Sideburn Support Center 10698BR

Description: Learns and performs a series of tasks in structural trade by assisting more senior-level trades workers or supervisors.

Qualifications: Any combination of education, training, and experience equivalent to graduation from high school, plus completion of courses in vocational and/or technology education. Can demonstrate progressive knowledge of the basic principles of structural trade; shows aptitude for and interest in the structural trade; knowledge of common methods, materials, tools, equipment, and safety precautions applicable to the assigned trade; awareness of the existence of applicable national, state, and local codes; ability to follow written and oral instructions and to read and understand basic drawings and manuals; and strength and dexterity to perform all required tasks, including lifting, stooping, bending, and working in tiring and uncomfortable positions. Valid driver's license with a good driving record. May be required to work an evening and/or night shift on a regular or rotating basis, accept call-back overtime or regular overtime, and/or agree to assume an emergency call-out list status.

Building Supervisor I US-Schedule A Grade 006 Fort Belvoir Primary Elementary School (Readvertisement) 10699BR

Description: Supervises and participates in the full range of cleaning, maintenance, operation, and security activities for a FCPS-owned building; as assigned oversees custodial training program.

Qualifications: Any combination of education and experience equivalent to graduation from high school. High School or GED diploma preferred. Two years of experience with public building custodial operations with at least one year experience in the oversight or supervision of custodial personnel. Can demonstrate knowledge of methods, materials, and practices used in custodial work and in the proper use and care of equipment; ability to train, assign, supervise, and inspect the work of employees; ability to read, write, understand, follow, and repeat oral and written directions in English; ability to maintain records and prepare routine reports; sufficient strength, agility, and dexterity to perform all required tasks; and ability to work out of doors in a variety of temperatures and climate conditions. Must successfully complete the FCPS Custodial Certification Course prior to or within one year of appointment. May be required to work an evening and/or night shift on a regular or rotating basis.

Custodian II US-Schedule A Grade 002
- Hutchison Elementary School (One Year Only) 10701BR
- Oakton Elementary School 10708BR

Description: Performs and may oversee cleaning, set-up, maintenance, and security of classrooms, offices, restrooms, halls, stairs, and public areas in FCPS-owned buildings; performs routine duties in the movement of supplies, furniture, and equipment.

Qualifications: Any combination of education, training, or experience equivalent to completion of the eighth grade, plus one year of successful experience in public building custodial work. Can demonstrate knowledge of the methods, materials, and equipment used in custodial work; ability to read and write English; ability to understand, follow, and repeat oral and written instructions in English; sufficient strength, agility, and dexterity to perform all required tasks; and ability to work out of doors in a variety of temperatures and climate conditions. Must successfully complete the FCPS Custodial Certification Course prior to or within one year of appointment. May be required to work an evening and/or night shift on a regular or rotating basis.
Custodian I US-Schedule A Grade 001
- Chesterbrook Elementary School 10717BR
- Cunningham Park Elementary School (Part Time) 10713BR
- Fairview Elementary School (Part Time) 10712BR
- Franconia Elementary School (Part Time) 10714BR
- Frost Middle School 10710BR
- Laurel Ridge Elementary School (Part Time) 10711BR

**Description:** Cleans, maintains, and secures classrooms, offices, restrooms, halls, stairs, and public areas in FCPS-owned buildings.

**Qualifications:** Any combination of education, training, and experience equivalent to completion of the sixth grade. Can demonstrate knowledge of the methods, materials, and equipment used in custodial work; ability to communicate in English; ability to understand, follow, and repeat basic oral and written instructions in English; sufficient strength, agility, and dexterity to perform all required tasks; and ability to work out of doors in a variety of temperatures and climate conditions. May be required to work an evening and/or night shift on a regular or rotating basis.

Financial Services

**Warehouse Worker-Driver I/II US-Schedule A Grade 007/008 Office of Procurement Services, Forte Center (One Year Only) 10706BR**

**Description:** Performs routine manual work associated with receiving, warehousing, issuing, and/or delivering supplies, materials, and equipment; may operate and maintain a truck.

**Qualifications:** Any combination of education and experience equivalent to graduation from high school, plus two years of progressively more responsible experience in warehouse operations and/or delivery. Some knowledge of modern warehouse practices and procedures; ability to take an accurate overall inventory of a variety of supplies and equipment and to keep current records; sufficient strength and dexterity to lift, move, load, and unload food or supplies and equipment manually or with mechanical assistance, as necessary; dexterity necessary to perform all required tasks including lifting, stooping, bending and working in tiring and uncomfortable positions and in hot or cold temperatures; ability to operate a truck and to make deliveries of merchandise; ability to read maps determine the most efficient routes to the site; ability to establish and maintain effective relationships with users; ability to prepare reports; ability to follow oral and written instructions; familiarity with automated data processing systems and supporting software as related to electronic warehousing. Valid driver's license with a good driving record and ability to obtain a CDL within 60 days of hire, if required.

Instructional Services

**Educational Specialist, Dyslexia K-12 US-Schedule B Grade 007 Curriculum and Instruction, Willow Oaks Administrative Center (Readvertisement) 10551BR**

**Description:** Organizes curriculum revision projects and develops, disseminates, and/or implements dyslexia instructional programs and materials for general or special student populations; and serves as resource for region, school, and departmental staffs

**Qualifications:** Postgraduate Professional License or Pupil Personnel License with endorsements in Reading or Special Education, plus five years of progressively more responsible successful teaching experience related to specialty, some of which may have been in a supervisory or administrative role (i.e. head teacher, department chair, etc.). Equivalent education and experience may be considered. Endorsement in administration and supervision preK-12 preferred. Knowledge of FCPS curriculum, instructional goals, procedures, and practices in field of specialization; knowledge of growth and development and learning theory in specialty; skill in assessment and evaluation of students with special needs or in special programs; skill in teaching adult learners; ability to manage curriculum development, in-service training, and related activities and provide a high level of instructional leadership for teachers and administrators; excellent human relations skills and ability to establish and maintain successful cooperative working relationship with appropriate school communities, and school-based and central office staffs; and ability to communicate effectively, both orally and in writing.

Special Services

**Parent Resource Center Specialist (One Year Only) US-Schedule B Grade 002 Office of Family and School Partnerships, Dunn Loring Center 10707BR**

**Description:** Performs a variety of professional duties required to support projects and initiatives related to the Parent Resource Center; functions as the liaison between parents, community, and school staff to facilitate parental engagement.

**Qualifications:** Any combination of education and experience equivalent to a bachelor’s degree in education or a social services field, plus two years of progressive experience working with special services administration. Experience supporting the instruction of students with disabilities preferred. Knowledge of federal, state, and county regulations and procedures pertaining to special education and Section 504; knowledge of disabling conditions and service options appropriate for special education students; experience planning, developing, and presenting workshops to large and small groups of parents, educators, and community groups/members; experience with website development; and ability to communicate effectively, both orally and in writing.
School Assistants

Certified Athletic Trainer US-
Schedule B Grade 003
Lee High School (219 Days)
10704BR

Description: Supports the full range of athletic programs at a high school by providing comprehensive athletic healthcare, including conditioning, injury prevention, injury treatment, and rehabilitation services.

Qualifications: Any combination of education and experience equivalent to a bachelor's degree in athletic training. One year of progressively more responsible clinical experience as certified athletic trainer. Experience in secondary school setting. Master's degree in athletic training may be substituted for one year of required experience. National Athletic Trainers Association (NATA) Board of Certification certified athletic trainer in good standing and eligible for a Virginia Board of Medicine license; Virginia High School League wrestling weight control program certified measurer or willing to become one. Educational license with endorsement in secondary education preferred. Demonstrated proficiency in applicable database software. Ability to communicate effectively, both orally and in writing.

Safety & Security Assistant US-
Schedule A Grade 007
Mountain View Alternative High School (187 Days) 10694BR

Description: Performs a variety of duties required to maintain a safe and secure environment in a school, held during or after school in the evening and/or on weekends; enforces the regulations establishing a tobacco-, alcohol-, weapons-, and drug-free school setting; may monitor students in a self-contained setting.

Qualifications: Any combination of education and experience equivalent to graduation from high school, supplemented by specialized safety or security environment training, plus two years of progressively more responsible school or security experience. Can demonstrate knowledge of local, county, and state regulations requiring an alcohol-, drug-, weapons-, and tobacco-free environment; ability to control students and maintain a healthy school environment; sufficient mobility to move about school building and school grounds as required; ability and strength to deter and/or restrain students to prevent injury in cases of unruly behavior; ability to monitor students and maintain appropriate task-oriented behavior; ability to communicate effectively, both orally and in writing; and ability to act as liaison between students and teachers; and skill in record keeping. Work schedule may include after-school, evenings, and weekends on an assigned flexible schedule. Ability to successfully complete compulsory certification training approved by the Virginia Center for School Safety within sixty days of hire. Must successfully complete compulsory recertification training annually. Applicants must be at least 21 years old at time of appointment.

Office Personnel

Finance Technician I/II US-Schedule A Grade 010/011
Cooper Middle School 10702BR

Description: Operates the school division's computerized accounting and supply ordering systems; and performs a variety of responsible and paraprofessional accounting duties required to maintain the complex financial records of a middle school.

Qualifications: Any combination of education and experience equivalent to graduation from high school, supplemented by coursework in finance or accounting, plus four years of office and accounting experience, two years of which shall have been at a level requiring independent judgment. Some school experience preferred. Can demonstrate knowledge of general, paraprofessional accounting practices, business English, and modern office practices; and ability to operate a personal computer and related equipment to process, develop, analyze, and create data.

Office Assistant US-Schedule A Grade 004 (199 Days)
- Parklawn Elementary School 10685BR
- West Springfield Elementary School 10705BR

Description: Performs a variety of office duties required to support the activities of the school to include responding to requests for information, maintaining and updating records, and preparing documents.

Qualifications: Any combination of education and experience equivalent to graduation from high school, plus some general office experience. Can demonstrate knowledge of basic business office practices and procedures; ability to use assignment-specific computers, software, and peripheral equipment.

Administrative Assistant I US-Schedule A Grade 009
Marshall High School (Readvertisement) 10548BR

Description: Serves as an administrative assistant to school-based administrators; relieves assigned administrator of routine administrative tasks; and ensures smooth and efficient operation of the office.

Qualifications: Any combination of education and experience equivalent to graduation from high school, plus three years of progressively more responsible experience, two years of which shall have been at the office assistant level or above. Financially related work experience and/or accounting coursework preferred. Can demonstrate knowledge of procedures, practices, and operations of an office or administrative setting; skill in business English, grammar spelling, and punctuation; and ability to operate computers, word processing and other software, and peripheral office equipment.
Other Opportunities

STEAM Resource Teacher (One Year Only)
Based at Willow Oaks Center
218-day Teacher Scale

Description: The Office of Counseling and Career Readiness (CCCR) is accepting resumes from applicants for the position of STEAM resource teacher for the 2018-19 school year. The science, technology, engineering, arts, and mathematics (STEAM) resource teacher, under general supervision, provides consultation, support, and training to school staff in the area of STEAM education. The STEAM resource teacher assesses STEAM programs and assists teams in developing a plan to address needs; participates in on-going training as required by supervisor; provides consultation and coaching to school staff and school-based teams on STEAM strategies, curriculum integration and differentiation, content-specific programs, and schoolwide support; provides in-class observations, feedback, and coaching to teachers on implementation of strategies; assists in the development of assessments; collects data; assists with the on-going evaluation of programs with recommendations for modifications; provides training on topics identified by school teams and Instructional Services; and works effectively with students, family members, school personnel, and community resources.

Qualifications: A valid Virginia teaching license and a minimum of three years’ teaching experience. Coursework and/or experience in STEAM education preferred. Applicant should have experience with professional learning communities, the development and implementation of innovative programs, and best practices for instruction.

To Apply: Interested applicants should send their resume and cover letter to asreznick@fcps.edu

Systems of Support Advisor
Annapolis High School
208-day Teacher Scale

Description: The Systems of Support Advisor (SOSA) implements best practice methods to promote student engagement, attendance, mental wellness, and positive behavior. The SOSA also utilizes restorative practices and communicates with stakeholders to develop collaborative partnerships with others for the purpose of building collective capacity. Proficiency is Spanish preferred.

Qualifications: Must hold a valid Virginia professional teaching license or a pupil personnel services license plus three years’ progressive experience in a leadership role. Administrative and/or counseling experience preferred.

To Apply: Interested applicants should send their resumes to Tim Thomas at jthomas@fcps.edu.

Assistant Director of Student Activities
Lee High School
194-day Teacher Scale

Description: The assistant director of student activities supports the director of student activities in organizing and coordinating a comprehensive program in student activities that is designed to meet the needs and interests of the school community. The assistant director of student activities provides leadership that ensures a positive learning environment and promotes academic achievement. The assistant director of student activities demonstrates a high degree of ethics, professionalism, and human relations, and serves as a positive role model for all students.

Qualifications: Must hold a valid Virginia teaching license. The candidate must have strong organizational skills with the ability to multitask.

To Apply: Interested applicants should send their resumes to Deirdre Lavery, principal, at dmlavery@fcps.edu.

CPR Skills Demonstration Instructors
Various locations
$1000 stipend/extra-duty contract

Description: Instructors will be responsible for teaching 12 CPR skills demonstration classes and need to be available from the beginning of August 2018 through May 2019. Instructors must be available to teach courses in the late afternoon and evenings as well as Saturdays and are expected to travel to various school and office locations within FCPS. Instructors will support course registration procedures and shall maintain teaching supplies and equipment.

Qualifications: Must have current CPR/AED/first aid certification and hold ECSI CPR/AED/first aid instructor certification or be willing to complete instructor training. Experience teaching the FCPS CPR skills demonstration course and/or experience working with adult learners preferred.

To Apply: Interested applicants should send their resumes to John Reynolds at jdreynolds@fcps.edu

Dining Room Assistants
Various Locations
Hourly $11.11 per Hour

Description: Assists students during lunch time. Supervises student clean-up, keeps order and dismisses students to their teachers.

Qualifications: Friendly, energetic, and assertive in maintaining expectations of cafeteria behavior, and loves working with children.

To Apply: Interested applicants should send their resumes to the appropriate school contact listed below.

<table>
<thead>
<tr>
<th>School Name</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Navy ES</td>
<td>John Coch, <a href="mailto:jmcoch@fcps.edu">jmcoch@fcps.edu</a></td>
</tr>
<tr>
<td>Olde Creek ES</td>
<td>Kenya Champ, <a href="mailto:KsChamp@fcps.edu">KsChamp@fcps.edu</a></td>
</tr>
<tr>
<td>Sangster ES</td>
<td>Lisa Reddel, <a href="mailto:lrereddel@fcps.edu">lrereddel@fcps.edu</a></td>
</tr>
</tbody>
</table>

School Information Table
Bus Driver
Positions Available

$18.82 Starting Salary

$1000 Referral Bonus for FCPS Employees

Benefits include:
Excellent retirement, health, and dental plans as well as life and disability insurance
Childcare cost savings: infant and preschool age children and grandchildren may ride with you
Paid training program
6 paid nonworking days

Contact HR Client Services for more information at 571-423-3000

Or visit our website at https://www.fcps.edu/careers/career-opportunities/bus-driver-employment-opportunities

*Non-Virginia residents must possess CIP/CLP (Commercial Instruction Permit/Commercial Learners Permit) or Commercial Driver's License (CDL-B) with P (passenger) and S (school bus) endorsements prior to training. Drivers must have a good driving record and be able to pass a physical exam.

Equal Opportunity Employer
Applications for Instructional Coach
Candidate Pool for 2018-19
218-Day Teacher Scale

Instructional Coaches are teacher leaders who have evidence of student achievement in the classroom teaching Language Arts/English and/or mathematics. Instructional Coaches partner with teachers to close achievement gaps through improving teaching and learning by providing job-embedded professional learning and instructional support in the content areas. They focus on closing the achievement gap in reading and math in a culture of collaboration. Teachers with expertise in English/Language Arts or Mathematics are urged to apply.

Instructional Coaches are on an eleven month (218 day) teacher contract with a start date of July 19, 2018.

Qualifications:
- A bachelor’s degree in education, in a K-8 core curriculum or 7-12 English or mathematics, with a valid teaching license issued by or recognized by the Commonwealth of Virginia. Highly qualified status is required.
- Preferred five years of progressive teaching experience with a strong understanding of the Fairfax County Program of Studies and the Virginia Standards of Learning objectives.
- Applicants must also document a history of professional development and teacher leader activities at the school and district levels.

Expert knowledge of the following is required:
- English/Language Arts or Math content and pedagogy
- Strong interpersonal and collaborative skills
- Strong knowledge and experience in leading the work of Professional Learning Communities - Strong knowledge of FCPS Learning Model, current educational research, strategies for differentiating to meet the needs of diverse learners, and resources related to instruction and FCPS goals and objectives
- Experience leading teams of teachers and facilitating adult learning

To apply: Interested applicants may download application materials from: [http://fcpsnet.fcps.edu/plfe/ic/](http://fcpsnet.fcps.edu/plfe/ic/)
Submit completed materials to InstructionalCoaching@fcps.edu
For questions, please contact Michelle Lis, Coordinator of Instructional Coaching at MLLIS@fcps.edu.
2018 Summer Learning Programs and ESY

Academic Programs
Sites: Hayfield SS, South Lakes HS and Stuart HS
- Credit Recovery – Including SOL remediation and ESOL
- Online Campus

Enrichment Programs
Site: Lake Braddock Secondary School
- Institute for the Arts (IFTA)
- Tech Adventure Camp
- Science, Technology, Engineering, Mathematics (STEM)
- Elementary Institute for the Arts (E-IFTA)

Extended School Year (ESY)
Various Locations
Preschool/Elementary
Sites: Forestville, Franklin Sherman, Graham Road, Groveton, Halley, Hunters Woods, Island Creek, Laurel Ridge, Lees Corner, London Towne, Marshall Road, North Springfield, Parklawn, Sangster
Secondary
Sites: Herndon MS, Key MS, Frost MS
Apply for positions at: 2018 Summer Learning Positions.

2018 ESY
Highlighted Opportunities
Various Locations
- Elementary Teacher- Community B
- Elementary Teacher- Foundations/ABA
- Elementary Paraprofessional- Community B
- Elementary Paraprofessional- Foundations/ABA
- Secondary Paraprofessional- Community B
- Secondary Paraprofessional- Foundations/ABA
- Preschool-Teacher

Apply for all summer positions here: 2018 Summer Learning Positions.
2018 Summer Learning
Highlighted Opportunities
Various Locations (Hayfield SS, South Lakes HS, Stuart HS and Lake Braddock SS)

- Biology - SOL Remediation
- Chemistry - Credit Recovery
- Algebra 1 - Credit Recovery
- Algebra 1 - SOL Remediation
- Algebra 2 - Credit Recovery
- Geometry - Credit Recovery
- Safety and Security Assistant - Credit Recovery Academy
- Safety and Security Assistant - Central Site

Apply for all summer positions here: 2018 Summer Learning Positions.

Safety and Security Specialist – Enrichment Site Summer Learning Programs
(IFTA, Tech Adventure Camp, E-IFTA, STEM Camp)
June 22 – July 27

Experience as a safety and security specialist required; must have successfully completed compulsory certification training approved by the Virginia Center for School and be at least 21 years old at the time of appointment. The safety and security specialist supports the centrally located programs at the high school academic program site. Guides the development and implementation of a program for student security and supervision that fosters a safe environment and positive school–community relations, supports various aspects of student activities, and performs related duties as required or assigned.

Apply here: http://careers.fcps.edu/gateway.htm?tg=priv&req=10172BR

Safety and Security Assistant – Enrichment Site Summer Learning Programs
(IFTA, Tech Adventure Camp, E-IFTA, STEM Camp)
June 22 – July 27

Experience as a safety and security specialist or assistant required; must have successfully completed compulsory certification training approved by the Virginia Center for School and be at least 21 years old at the time of appointment. The safety and security assistant supports the centrally located enrichment programs. Assist with the development and implementation of a program for student security and supervision that fosters a safe environment and positive school–community relations, supports various aspects of student activities, and performs related duties as required or assigned.

Apply here: http://careers.fcps.edu/gateway.htm?tg=priv&req=10171BR
Homebound/Home-based Teachers Needed
Part-time, Hourly position
$32.99 per Hour

The Out-of-School Support Office, which provides teachers for students unable to attend school because of medical (homebound) or disciplinary reasons (home-based), is looking for additional teachers. All teachers with a valid Virginia license are welcome to apply. Teachers with Virginia certification in special education, math, science, and world languages are critically needed. This instruction may take place during the school day or after school hours for contracted teachers. For further information about this program, contact:

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ann Marie McDaniels</td>
<td>Edison, Lee, Hayfield, Mount Vernon, West Potomac, South County, West Springfield, and Lake Braddock Pyramids</td>
<td>571-423-4209</td>
</tr>
<tr>
<td>Patricia Hedgepeth</td>
<td>Herndon, Langley, Madison, Oakton, South Lakes, Falls Church, Marshall, and McLean Pyramids</td>
<td>571-423-4489</td>
</tr>
<tr>
<td>Janice Gaither</td>
<td>Annandale, Stuart, Centreville, Robinson, Chantilly, Fairfax, Westfield, Woodson Pyramids</td>
<td>571-423-4208</td>
</tr>
<tr>
<td>Kurt Mills</td>
<td>Program Manager, Out-of-School Support</td>
<td>571 423-4335</td>
</tr>
</tbody>
</table>
Long-Term Substitutes  
Various Locations  
$20.14 per hour

**Description:** Temporary assignment of duties which may include the planning, assessment, instruction, communication, human relations, safety, and management of a classroom or assigned instructional setting.

**Qualifications:** Applicant must have completed a minimum of 60 college credits from an accredited college or university. Some Title I School positions may require the applicant to hold a valid Virginia teaching license with an endorsement appropriate for the specific assignment. Substitutes for school counselor positions must hold a master’s degree in school counseling.

**To Apply:** Interested applicants should send their resumes to the school contact listed below. Individuals who are not already employed by FCPS as a substitute teacher must also create an account and submit a resume for the position of substitute teacher through CareerQuest at [https://www.fcps.edu/careers/career-opportunities/substitute-teaching](https://www.fcps.edu/careers/career-opportunities/substitute-teaching).

**Elementary**  * = Title I School

<table>
<thead>
<tr>
<th>School Name</th>
<th>Grade/Subject Area</th>
<th>Anticipated Start Date</th>
<th>School Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bailey’s Primary*</td>
<td>Reading Teacher</td>
<td>October 15, 2018 – February 2019</td>
<td>Julie Easa, <a href="mailto:ikeasa@fcps.edu">ikeasa@fcps.edu</a></td>
</tr>
<tr>
<td>Brookfield**</td>
<td>Special Education (Learning Disabilities)</td>
<td>August 17 - November 5, 2018</td>
<td>Bonnie Newman, <a href="mailto:bmnewman@fcps.edu">bmnewman@fcps.edu</a></td>
</tr>
<tr>
<td>Cardinal Forest &amp; Rolling Valley</td>
<td>Math Resource Teacher</td>
<td>September – November 2018</td>
<td>Karen Kenna, <a href="mailto:khkenna@fcps.edu">khkenna@fcps.edu</a>, Maureen Boland, <a href="mailto:MBoland@fcps.edu">MBoland@fcps.edu</a></td>
</tr>
<tr>
<td>Fort Hunt</td>
<td>Grade 1</td>
<td>August 20, 2018</td>
<td>Debbie Trenchard, <a href="mailto:dtrenchard@fcps.edu">dtrenchard@fcps.edu</a></td>
</tr>
<tr>
<td>Kings Park</td>
<td>Grade 3</td>
<td>October 15 – December 21, 2018</td>
<td>Dotty Lin, <a href="mailto:dotty.lin@fcps.edu">dotty.lin@fcps.edu</a></td>
</tr>
<tr>
<td>Lynbrook*</td>
<td>Kindergarten</td>
<td>August 20, 2018</td>
<td>Erika Aspuria, <a href="mailto:elaspuria@fcps.edu">elaspuria@fcps.edu</a></td>
</tr>
<tr>
<td>Lynbrook*</td>
<td>Special Education</td>
<td>August 20, 2018</td>
<td>Erika Aspuria, <a href="mailto:elaspuria@fcps.edu">elaspuria@fcps.edu</a></td>
</tr>
<tr>
<td>Oak Hill</td>
<td>Grade 3</td>
<td>September 11 – October 23, 2018</td>
<td>Holly DeVore, <a href="mailto:hedevore@fcps.edu">hedevore@fcps.edu</a></td>
</tr>
<tr>
<td>Oak Hill</td>
<td>Grade 6 AAP</td>
<td>October 15, 2018 – January 2019</td>
<td>Holly DeVore, <a href="mailto:hedevore@fcps.edu">hedevore@fcps.edu</a></td>
</tr>
<tr>
<td>Oakton</td>
<td>Grade 5</td>
<td>Mid-September – January 25, 2019</td>
<td>Keith Eck, <a href="mailto:kaeck@fcps.edu">kaeck@fcps.edu</a></td>
</tr>
<tr>
<td>Oakton</td>
<td>Grade 3 AAP</td>
<td>Mid-September – December 2018</td>
<td>Keith Eck, <a href="mailto:kaeck@fcps.edu">kaeck@fcps.edu</a></td>
</tr>
<tr>
<td>Oakton</td>
<td>Special Education</td>
<td>Mid-October – December 2018</td>
<td>Keith Eck, <a href="mailto:kaeck@fcps.edu">kaeck@fcps.edu</a></td>
</tr>
<tr>
<td>Woodburn*</td>
<td>Special Education</td>
<td>August 20, 2018</td>
<td>Katy Richman, <a href="mailto:krichman@fcps.edu">krichman@fcps.edu</a></td>
</tr>
<tr>
<td>Woodlawn*</td>
<td>Special Education (Grade 6)</td>
<td>September 8, 2018</td>
<td>Ellen Glaser, <a href="mailto:englaser@fcps.edu">englaser@fcps.edu</a></td>
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</table>

**Middle**

<table>
<thead>
<tr>
<th>School Name</th>
<th>Grade/Subject Area</th>
<th>Anticipated Start Date</th>
<th>School Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irving</td>
<td>Grade 8 Math (Pre-Algebra &amp; Algebra)</td>
<td>August 2018</td>
<td>Cindy Conley, <a href="mailto:caconley@fcps.edu">caconley@fcps.edu</a></td>
</tr>
<tr>
<td>Sandburg</td>
<td>Math 7/Algebra</td>
<td>August – December 2018</td>
<td>Miranda Hendershot, <a href="mailto:MEHendershot@fcps.edu">MEHendershot@fcps.edu</a></td>
</tr>
<tr>
<td>Sandburg</td>
<td>Grade 8 Physical Science</td>
<td>August 2018</td>
<td>Paul Smith, <a href="mailto:pdsmith1@fcps.edu">pdsmith1@fcps.edu</a></td>
</tr>
</tbody>
</table>
Open Until Filled Positions

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<th>Grade</th>
<th>Office/Department</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>10653BR</td>
<td>Architectural Engineer II</td>
<td>US Schedule B Grade 006</td>
<td>Facilities Planning</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10341BR</td>
<td>Auditor I</td>
<td>US Schedule B Grade 002</td>
<td>Auditor General</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10542BR</td>
<td>Auditor III</td>
<td>US Schedule C Grade 003</td>
<td>Auditor General</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>9932BR</td>
<td>Appliance &amp; Equipment Technician I</td>
<td>US Schedule A Grade 009</td>
<td>Facilities Management</td>
<td>Edison Support Ctr</td>
</tr>
<tr>
<td>10723BR</td>
<td>Assistant Division Counsel</td>
<td>US Schedule C Grade 008</td>
<td>Division Counsel</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10721BR</td>
<td>Assistant Superintendent, Human Resources</td>
<td>LT-01</td>
<td>Chief Operating Officer</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>9820BR</td>
<td>Budget Analyst IV</td>
<td>US Schedule B Grade 008</td>
<td>Budget Services</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>9260BR</td>
<td>Bus Driver I/II</td>
<td>US Schedule H</td>
<td>Transportation Services</td>
<td>Various</td>
</tr>
<tr>
<td>10004BR</td>
<td>Business Operations Assistant I/II/III</td>
<td>US Schedule A Grade 008/009/010</td>
<td>Payroll Management</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10291BR</td>
<td>Business Operations Assistant I/II/III</td>
<td>US Schedule A Grade 008/009/010</td>
<td>Payroll Management</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10709BR</td>
<td>Civil Engineer II</td>
<td>US Schedule B Grade 006</td>
<td>Design &amp; Construction</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10574BR</td>
<td>Coordinator III, Capital Projects</td>
<td>US Schedule C Grade 003</td>
<td>Design &amp; Construction</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10693BR</td>
<td>Coordinator III, Classification &amp; Compensation</td>
<td>US Schedule C Grade 003</td>
<td>Benefit Services</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10468BR</td>
<td>Coordinator III, Contracts &amp; Procurement</td>
<td>US Schedule C Grade 003</td>
<td>Procurement Services</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10697BR</td>
<td>Coordinator III, Equity &amp; Closing the Achievement Gap</td>
<td>US Schedule C Grade 003</td>
<td>Curriculum and Instruction PreK-12</td>
<td>Willow Oaks Adm Ctr</td>
</tr>
<tr>
<td>10328BR</td>
<td>Coordinator III, Facilities Services Planning</td>
<td>US Schedule C Grade 003</td>
<td>Facilities Planning</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10437BR</td>
<td>Coordinator III, Financial Systems &amp; Controls</td>
<td>US Schedule C Grade 003</td>
<td>Comptroller</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10696BR</td>
<td>Coordinator III, Investigations &amp; Title IX</td>
<td>US Schedule C Grade 003</td>
<td>Assistant Superintendent of Human Resources</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>9597BR</td>
<td>Database Engineer I/II</td>
<td>US Schedule B/C Grade 008/003</td>
<td>Enterprise Info Services &amp; Ass</td>
<td>Wilton Woods Ctr</td>
</tr>
</tbody>
</table>

Open Until Filled positions continued on next page
Open Until Filled Positions

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<th>Office/Department</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>10394BR</td>
<td>Database Engineer I/II</td>
<td>US Schedule B/C Grade 008/003</td>
<td>Enterprise Info Services &amp; Assess</td>
<td>Wilton Woods Ctr</td>
</tr>
<tr>
<td>9480BR</td>
<td>Desktop Management Programmer</td>
<td>US Schedule B Grade 007</td>
<td>IT Customer Service Center</td>
<td>Sprague Tech Ctr</td>
</tr>
<tr>
<td>9514BR</td>
<td>Educational Interpreter I/II</td>
<td>US Schedule A Grade 13/14</td>
<td>Vision &amp; Hearing Services</td>
<td>Various</td>
</tr>
<tr>
<td>10335BR</td>
<td>Equity &amp; Employee Relations Specialist</td>
<td>US Schedule B Grade 006</td>
<td>Equity &amp; Employee Relations</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10439BR</td>
<td>Field Information Systems Technician II</td>
<td>US Schedule A Grade 013</td>
<td>IT Communications</td>
<td>Woodson Annex</td>
</tr>
<tr>
<td>9164BR</td>
<td>Field Services Technician I</td>
<td>US Schedule A Grade 013</td>
<td>Information Technology</td>
<td>Woodson Annex</td>
</tr>
<tr>
<td>9324BR</td>
<td>Food Services Manager-in-Training</td>
<td>US Schedule H Grade 006</td>
<td>Food and Nutrition Services</td>
<td>Energy Zone Ctr</td>
</tr>
<tr>
<td>9264BR</td>
<td>Food Services Worker</td>
<td>US-Schedule H Grade 006</td>
<td>Food and Nutrition Services</td>
<td>Various</td>
</tr>
<tr>
<td>10571BR</td>
<td>Functional Applications Specialist II</td>
<td>US Schedule B Grade 006</td>
<td>Facilities Management</td>
<td>Nancy Sprague Ctr</td>
</tr>
<tr>
<td>9172BR</td>
<td>Groundskeeper I</td>
<td>US Schedule A Grade 006</td>
<td>Facilities Management</td>
<td>Woodson Complex</td>
</tr>
<tr>
<td>9651BR</td>
<td>HVAC Technician I</td>
<td>US Schedule A Grade 013</td>
<td>Facilities Management</td>
<td>Edison Support Ctr</td>
</tr>
<tr>
<td>9149BR</td>
<td>Industrial Electrician I</td>
<td>US Schedule A Grade 011</td>
<td>Facilities Management</td>
<td>Merrifield Support Ctr</td>
</tr>
<tr>
<td>10503BR</td>
<td>Learning Specialist, Information Technology</td>
<td>US Schedule B Grade 006</td>
<td>Information Technology</td>
<td>Nancy Sprague Ctr</td>
</tr>
<tr>
<td>10421BR</td>
<td>Manager, Equity &amp; Closing the Achievement Gap</td>
<td>US Schedule B Grade 008</td>
<td>Curriculum &amp; Instruction PreK-12</td>
<td>Willow Oaks Adm Ctr</td>
</tr>
<tr>
<td>9204BR</td>
<td>Planner II (may be underfilled)</td>
<td>US Schedule B Grade 006</td>
<td>Facilities Planning</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>9952BR</td>
<td>Plumber I (may be underfilled)</td>
<td>US Schedule A Grade 011</td>
<td>Facilities Management</td>
<td>Edison Support Ctr</td>
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<tr>
<td>8948BR</td>
<td>Program Evaluation Specialist</td>
<td>US Schedule B Grade 007</td>
<td>Research &amp; Strategic Improvement</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>9330BR</td>
<td>Project Manager, Human Resources</td>
<td>US Schedule B Grade 008</td>
<td>Benefits Services</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10398BR</td>
<td>Project Manager, Information Technology</td>
<td>US Schedule B Grade 008</td>
<td>IT Support Services</td>
<td>Nancy Sprague Ctr</td>
</tr>
<tr>
<td>10383BR</td>
<td>Psychologist</td>
<td>US Schedule B Grade 006</td>
<td>Special Services</td>
<td>Willow Oaks Adm Ctr</td>
</tr>
</tbody>
</table>

Open Until Filled positions continued on next page

Coaching positions can be found at Call for Coaches
https://www.fcps.edu/careers/career-opportunities/coaching-opportunities
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</thead>
<tbody>
<tr>
<td>10544BR</td>
<td>Retirement Specialist</td>
<td>US Schedule B Grade 006</td>
<td>ERFC</td>
<td>Forbes Place</td>
</tr>
<tr>
<td>10537BR</td>
<td>Senior Administrative Employment Specialist</td>
<td>US Schedule B Grade 007</td>
<td>Talent Acquisition and Management</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10384BR</td>
<td>Senior Buyer (May be underfilled)</td>
<td>US Schedule B Grade 002</td>
<td>Procurement Services</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10585BR</td>
<td>Senior Paralegal</td>
<td>US Schedule B Grade 003</td>
<td>Division Counsel</td>
<td>Gatehouse Adm Ctr</td>
</tr>
<tr>
<td>10528BR</td>
<td>Senior Technology Support Specialist</td>
<td>US Schedule B Grade 007</td>
<td>Information Technology</td>
<td>Nancy Sprague Ctr</td>
</tr>
<tr>
<td>9995BR</td>
<td>Software Developer I/II</td>
<td>US Schedule B Grade 005/007</td>
<td>Enterprise Info Services &amp; Assessment</td>
<td>Wilton Woods Ctr</td>
</tr>
<tr>
<td>10669BR</td>
<td>Software Engineer</td>
<td>US Schedule B Grade 008</td>
<td>Enterprise Info Services &amp; Assessment</td>
<td>Wilton Woods Ctr</td>
</tr>
<tr>
<td>9964BR</td>
<td>Technology Support Specialist</td>
<td>US Schedule B Grade 005</td>
<td>Info Technology Support Services</td>
<td>Nancy Sprague Ctr</td>
</tr>
<tr>
<td>10684BR</td>
<td>Test Distribution Center Supervisor I/II/III</td>
<td>US Schedule A Grade 013/014/016</td>
<td>Student Testing</td>
<td>Forte Ctr</td>
</tr>
</tbody>
</table>

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