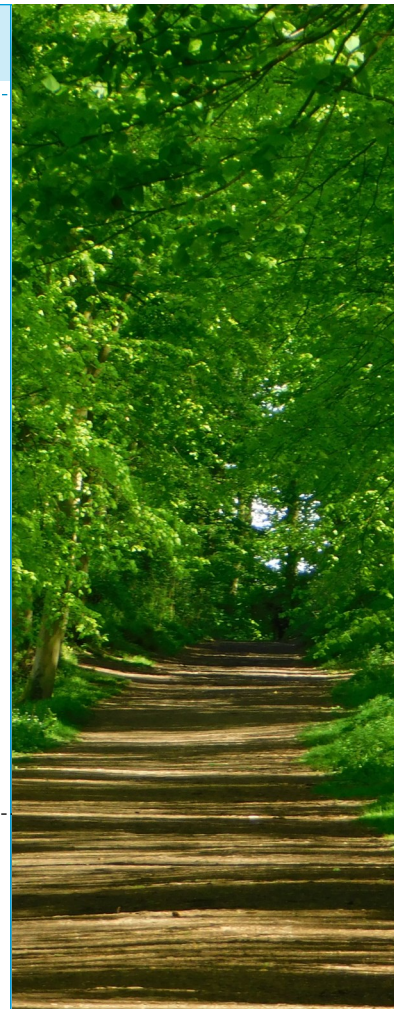
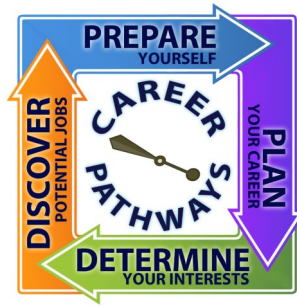




Career Pathways Program Newsletter May 2023



Career Pathways Ambassador Program

The Career Pathways Ambassador Program is underway!

Twenty-four ambassadors have been selected for this inaugural cohort, and they are hard at work supporting Montgomery County Public Schools (MCPS) supporting services employees.

This month, the Career Pathways Program would like to highlight two ambassadors for their outstanding work: Maritza Portocarrero, special education paraeducator, Earle B. Wood Middle School, and Patrice Walsh, administrative secretary, Paint Branch High School. Maritza is dedicated to helping support staff in all roles get access to information and training they need to advance their careers. She regularly collaborates with her fellow ambassadors and other partners to learn how staff can sign up for English classes, receive job-specific training, and more. Patrice Walsh uses her extensive knowledge of MCPS as an administrative secretary to keep staff at her school informed of training opportunities, new MCPS incentives, and benefits including insurance and retirement.

Career Pathways ambassadors have the opportunity to attend training sessions to expand their knowledge and skills. In April, ambassadors were able to attend a special information session on higher education partnerships, to learn the process for becoming a teacher in MCPS and share this information with employees who are interested in that career path.

Stay tuned for more news about the great work being done by the Career Pathways ambassadors.

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REMINDERS

- We want to hear from you! See opportunities to share feedback in this newsletter.



How to Become a Teacher in MCPS

Are you a current MCPS supporting services professional who wants to become a teacher? Attend an information session to learn about the different pathways to teacher certification, and how MCPS can support you on your journey.

An information session will be held on Thursday, May 11, from 4:30 p.m. to 5:30 p.m. on Zoom. See more information about this PDO course below.

How to Become a Teacher in MCPS

Participants will examine the commitment MCPS has for support professionals who want to become teachers, understand the Maryland State Department of Education certification process, explore the various degree pathways for teacher certification, and learn about the specific MCPS offices and departments that collaborate with employees pursuing a career in teaching.

Course #87524

Click [here](#) to view a flyer for this event. Please feel free to share this flyer if you know someone who might be interested.

"It takes courage to be kind," - Maya Angelou



The Employee Assistance Program

The Employee Assistance Program (EAP) is a no cost benefit for employees of Montgomery County Public Schools and their families. EAP provides professional, confidential counseling on a variety of topics including managing stress, depression and anxiety, grief and loss, and more.

In addition to counseling, the EAP offers many resources including a newsletter and articles on particular topics on interests, screening tools for assessing mental health, and drug and alcohol testing rules, to name a few.



Visit the Employee Assistance Program website [here](#).

As a part of the Employee Assistance Program, employees and their family members can access external counseling and resources through our partner, Kepro. To visit the Kepro website, simply navigate to the EAP website and click **Visit Kepro**.

Kepto Online:

To access Kepro online, click the button below and

enter company code: MCPS

VISIT KEPRO



Winter/Spring Training Opportunities

In an effort to meet everyone's learning needs, training is offered virtually or in-person. The list below is not comprehensive. To see a complete list of training opportunities, click [here](#), or visit [PDO](#). At the time of publication, the courses listed below still had space available. Register early - classes fill up fast!

Introduction to Email Etiquette

May 10, Zoom Webinar

4:30 p.m. - 6:00 p.m.

During this session, participants will discuss the standard format for email signatures, discuss the six fundamentals when drafting an email or email reply, understand when to reply to sender or reply all, discuss the importance of setting an automatic reply, and review the do's and don'ts when sending and receiving emails.

Course #91464

Autism, ADHD, and More: Understanding Neurodiversity for Supporting Services Staff

May 11, 45 W. Gude Dr. - Maple Room

4:30 p.m. - 7:00 p.m.

This course will provide a brief introduction to neurodiversity and some of the common disorders. You will receive an overview of the disorders and consider strategies for supporting neurodiverse students in our various roles in the school system. We will consider ways to respond and build relationships with students who have developmental, behavioral, and emotional disabilities.

Course #91478

School Finance Workshop for Aspiring Financial Agents

June 9, 15 W. Gude Dr. - Potomac Room

9:00 a.m. - 12:00 p.m.

This class will deliver an overview of the roles and responsibilities of the school financial agent and basic management of funds. Who are school financial agents? School financial agents are principals, school business administrators, school financial specialist, elementary school administrative secretaries, and any assistant principals or other support professionals involved in the handling/management of Independent Activity Funds.

Course #52631

Online Webinars and Training

MCPS is constantly adding new training and professional development programs. However, if you are interested in training on a topic that is not currently offered within MCPS, you may want to search for online courses and webinars relevant to your interests.

Included below are several online resources for webinars and training that offer free options.

Are you focused on improving your communication skills?

Sign up for free webinars focused on communication and soft skills with [Talaera](#).

Talaera offers both live and on demand webinars on topics including working across cultures, giving constructive feedback, and more.

Interested in increasing your technical skills? Check out [Net Com Learning](#).

Webinars offered on this website are geared towards individuals who already have some experience and related skills. Webinars offered include Amazon Web Services (AWS), Microsoft, Citrix, Cisco, CompTIA, Adobe, and more.

Want to increase your skills and knowledge around Oracle cloud-based products? [Sign up for a free account](#).

Disclaimer: *The resources listed above are not MCPS programs nor are they affiliated with MCPS in any way.*



New from the Career Pathways Program

The Career Pathways Program for supporting services employees is excited to share news about several programs and professional development opportunities coming soon.

The Mentoring Program

The supporting services mentoring program is an important component of the Supporting Services Professional Growth System that will provide additional strategies to ensure the employment of highly qualified and diverse professional and support personnel, as envisioned in the Strategic Plan for Montgomery County Public Schools.

In an effort to recruit highly-qualified mentors from across MCPS, the Career Pathways Program will be hosting a number of information sessions in the coming months to share how employees can become a mentor. Click [here](#) to view a flyer with upcoming information sessions and Zoom link.

New mentors selected to participate in this program will begin supporting employees in the 2023-2024 school year.

The Leadership Development Program

The Career Pathways Program has partnered with several teams in MCPS, and an outside consultant to develop a comprehensive leadership development program. This program consists of two pathways, both of which will provide employees with an opportunity for quality professional development, meaningful networking opportunities, and more.

To learn more about this exciting new professional development opportunity, attend an information session. Click [here](#) to view a flyer with a list of upcoming information sessions and Zoom link.

In order to participate in this program, employees must:

- be a permanent supporting services employees
- have at least 5 years experience with MCPS
- have worked in their current position for a minimum of 1 year
- have supervisor approval

Interested individuals will complete a form to indicate their interest and the Career Pathways Team will hold short, informal interviews to select the a cohort of approximately 30 participants for each pathway. The deadline to apply will be **June 3, 2023**.

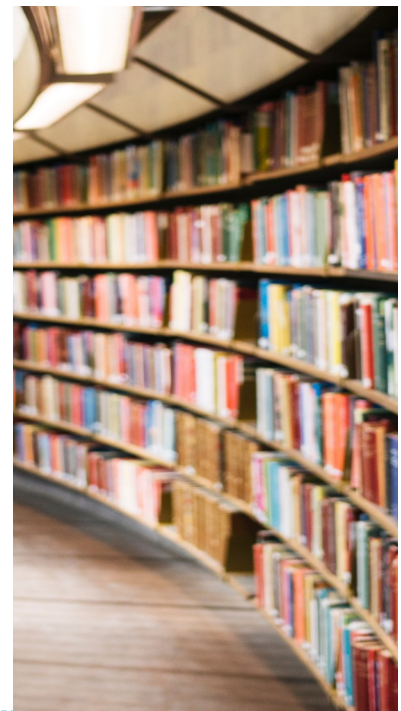
Early Childhood Alternative Certification Program (ECACP) at Montgomery College

Montgomery County Public Schools and Montgomery College have partnered to offer a teacher preparation program for individuals who wish to become certified early childhood educators (Pre-K through 3rd grade). Montgomery College will hold several virtual information sessions for interested individuals to learn more.

Candidates must have:

- A bachelor's degree*
- Experience in the early childhood education field
- A 3.0 overall minimum GPA on their most recently earned degree OR qualifying scores on basic skills requirements.

Click [here](#) to view a flyer with more information about how to register for an information session.



“Change is the end result of all true learning,” Leo Buscaglia

Higher Education Partnerships

University of Maryland Master of Education (CITE) Program

MCPS, in partnership with the **University of Maryland** offers the **Master of Education Program**. The University of Maryland will host an information session for the Creative Initiatives in Teacher Education (CITE) pathway for MCPS paraeducators and other supporting services employees who hold a bachelor's degree. Successful CITE candidates will earn a masters degree and certification to teach general elementary education for grades 1-6.

The CITE Program will host an information session on **Wednesday, May 10, 2023, from 4:30 p.m. to 5:30 p.m.**

RSVP on PDO using course #87596 to receive the meeting link.

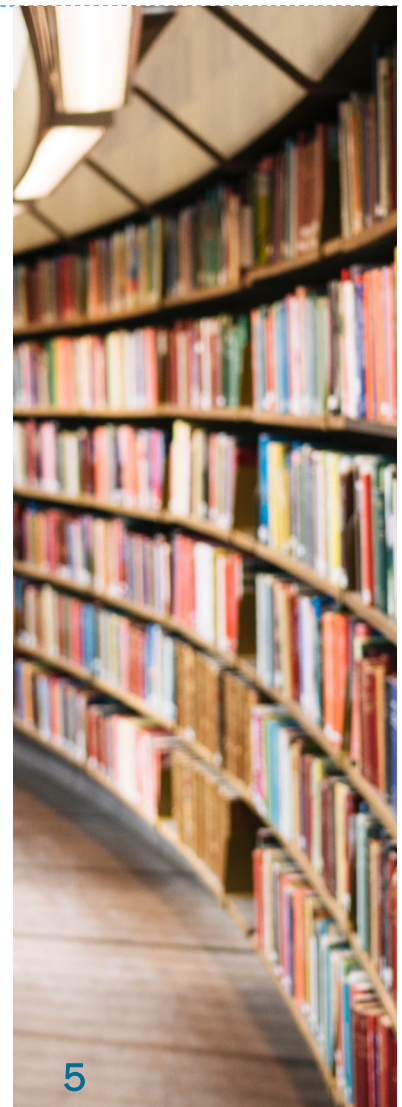
Montgomery College Alternative Certification for Effective Teachers (ACET) Program

MCPS, in partnership with **Montgomery College**, offers the ACET Program. ACET is an innovative teacher preparation program for individuals who wish to change careers and become teachers in MCPS teaching: Secondary math, secondary science, chemistry, physics, technology education, computer science, Spanish, French

Candidates **MUST** have a bachelor's degree with a minimum GPA of 2.75, expertise in the selected teaching field as supported by course work, experience, and qualifying assessment scores

The ACET Program will host an information session on **Wednesday, May 17, 2023, from 5:00 p.m. to 6:00 p.m.**

RSVP on PDO using course #87653 to receive the meeting link.





We Want to Hear From You!

The Career Pathways team wants to provide you with relevant information and training opportunities to help you on your journey with MCPS.

Your feedback will be used to drive content selection for future newsletters, and to develop new training and other professional development activities.

Please complete the survey found [here](#) to provide your feedback and suggestions.

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Contact Us

Questions? We would love to hear from you! Please see contact information below. Want to schedule an appointment? Please complete the Career Pathways Intake Form found [here](#).

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Visit us on the web:

<https://www.montgomeryschoolsmd.org/departments/personnel/career-pathways/index.aspx>