

OCTOBER 2023

Career Pathways Program

Monthly Newsletter



UPDATES FROM CAREER PATHWAYS

Fall is here! The Career Pathways Team continues to wish everyone an amazing school year and wants to serve as your resource to support your career development. Read on to learn about a few ways Career Pathways supports employees. You can also check out our new website!

Ambassador Program

The 24 ambassadors met for their first training in September to set goals for the year and then again to hear about open enrollment.

Career Pathways Ambassadors have the opportunity to attend monthly training sessions to expand their knowledge and skills. This month, ambassadors will gather for the annual kick-off meeting to discuss program upgrades and collaborate. They will also have the opportunity to attend an information session to learn about open enrollment.

The Career Pathways Ambassador Program now has its own website! To see the current ambassadors and learn more about the program visit us on the web. Do you know who your ambassador is at your work site?

[CAREER PATHWAYS AMBASSADOR PROGRAM](#)

October 9th Training

This is a No-Pay Scheduled day. Career Pathways Program is hosting 4 trainings for support professionals to attend in person and receive SPT-10 stipends. See the next page for more details!

The Mentoring Program

The Career Pathways Team has expanded and refreshed the mentoring program for supporting services employees. The goal of the Supporting Services Mentoring Program is to provide mentors to both new employees and existing staff to help them excel in their roles, direct them to training and on-the-job work experiences, and prepare them for career development opportunities.

To learn more about the mentoring program, visit us on the web.

[MCPS MENTORING PROGRAM FOR SUPPORTING SERVICES EMPLOYEES](#)

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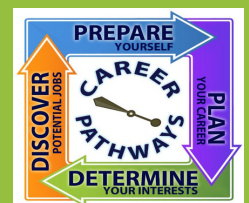
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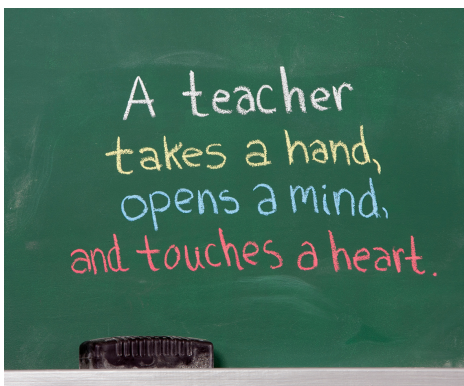
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Are you a current MCPS supporting services professional who wants to become a teacher?



Attend a virtual information session to learn about the different pathways to teacher certification, and how MCPS can support you on your journey. The next information session will be held on **Monday, October 16, 2023** from **4:30 PM to 5:30 PM** on Zoom.

For more information, see PDO course description below, or click [here](#) to view a flyer.

How to Become a Teacher in MCPS PDO Course # 87524

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.

CAREER PATHWAYS PRESENTS!

On October 9, 2023, the Career Pathways Program will be hosting several new professional development training sessions open to supporting services employees. For many 10-month supporting services employees, this is a no-pay scheduled day. Eligible employees will be paid the SPT-10 training rate of pay for participating in training on October 9, 2023. All employees are invited to attend regardless of eligibility for the SPT-10 stipend.

The following brand-new training sessions will be presented by Career Pathways on October 9, 2023:

Interviewing for Teaching Positions

In this four-hour in-person session, participants will learn strategies to connect their experience as a paraeducator with interviewing for teaching positions.

The target audience for this training session is current paraeducators who are seeking teaching positions.

PDO Course #91978

Resume Writing

In this four-hour in-person training session, participants will learn best practices for writing resumes and cover letters as well as how to effectively use MCPS Careers. The target audience for this training session is current supporting services employees.

PDO Course #91979

Deaf Culture and Communication Strategies

In this two-hour in-person training session, participants will learn about Deaf culture and effective communication strategies for working with Deaf staff and students. The target audience for this training session is current supporting services employees.

PDO Course #91981

Introduction to Spanish for Front Office Staff

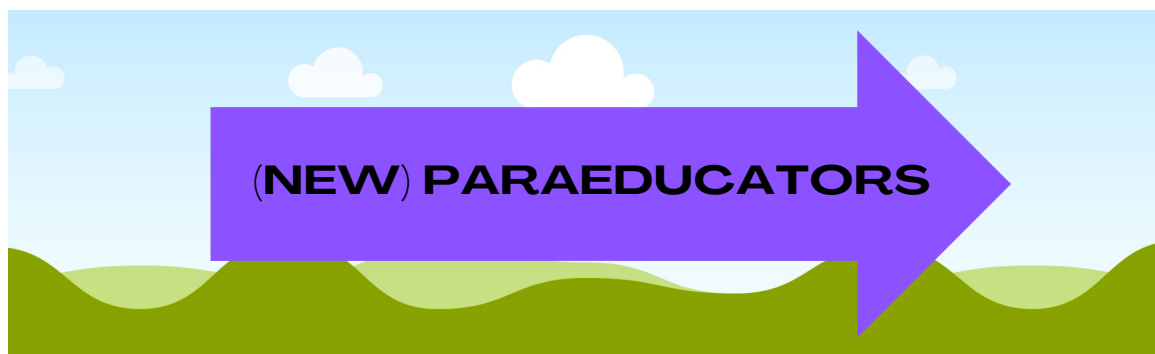
In this two-hour in-person training session, participants will learn some basic school-related phrases in Spanish and communication strategies to promote positive interactions with MCPS families. The goal of this training is not language acquisition. It will focus on effective communication with speakers of other languages, specifically Spanish. The target audience for this training session is current supporting services employees who are the first point of contact for MCPS families (ex. school secretary, administrative secretary, office assistant).

PDO Course #91980

Note: *If you require accommodations to participate in any of the above training sessions, please reach out to the instructors at least one week prior to the training date.*



OCTOBER 2023



NEW PARAEDUCATOR ORIENTATION

Paras who have been hired in the past two years and have NOT attended the virtual New Para Orientations.

New Paraeducator Orientation

New Paraeducator Orientation will be held in person this year on **Saturday, October 14, 2023**, from **8:00 AM to 3:45 PM** at Richard Montgomery High School. Sign-in starts at 7:15 a.m.

Sign up for New Paraeducator Orientation on PDO, **Course #91890**

Participants will be paid Tier II, \$20/per hour for the orientation. Payment for attending this training will be made within approximately six weeks of the event and is not part of the SPT10 training stipends. *Participants are still eligible to attend and be paid for up to sixteen (16) additional hours of SPT10 training taken on unpaid time for this school year.*

For complete details, view the flyer [here](#).

Paraeducator Pay Promotion

All new paraeducators are hired at grade 12 and have the opportunity to be promoted to grade 13 after taking a required number of training hours from training listed on Professional Development Online (PDO) and successfully completing their six-month probationary period.

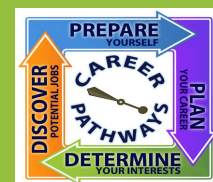
To learn more click [here](#).

PARA POWER HOUR

The Paraeducator Labor Management Committee offers a series of virtual training after school hours on a variety of topics that paraeducators will find useful! Sign up for these on PDO soon!

Topics will include:

- EAP- Prioritizing your Wellness
- Anti-Racist Audit Preview
- Support for ELA and Math
- Career Pathways Program
- What is the Involuntary Transfer Process?
- How to Become a Teacher with MCPS





TUITION REIMBURSEMENT

Did you know? All permanent MCPS employees are eligible to receive tuition reimbursement for up to nine credits per fiscal year.

Tuition reimbursement usually covers the cost of a class at Montgomery College!

The tuition reimbursement website provides comprehensive instructions on how to apply for tuition reimbursement, how much money you can expect to be reimbursed, and a timeline for processing reimbursements.

Check out the tuition reimbursement website [here](#).

HIGHER EDUCATION PARTNERSHIPS

MCPS, in partnership with its university and college partners, regularly hosts information sessions to inform employees about the unique higher education opportunities available to permanent MCPS employees. See below for current information sessions. Check out the very first Higher Education Partnership Newsletter: <https://drive.google.com/file/d/17i46GsbXCxY9yO-xLXJ4NasdwFHA5Qz/view>

Upcoming Information Sessions:

Johns Hopkins SET IT- PDO #87107
Tuesday, Oct. 10; 6:00 pm- 7:00 pm
Special education masters degree

Montgomery College CREATE- PDO #89298
Wednesday, Oct. 11; 4:30 pm-5:30 pm
Associates degree

Notre Dame of Maryland University- PDO #87163
Thursday, Oct.12; 6:00 pm-7:00 pm
Bachelors degree and alternative certification

How To Become a Teacher in MCPS- PDO #87524 (Flyer)
Monday, Oct. 16; 4:30 pm-5:30 pm

UMD Creative Initiatives in Teacher Education (CITE)- PDO #87596
Tuesday, Oct. 17; 4:30 pm-5:30 pm
Elementary Education Masters degree





PARTNERSHIPS BY THE NUMBERS

MCPS currently offers over **20** partnership programs with **11** higher education institutions.

MCPS hosts approximately **400** college and university interns annually - both internal and external.

HIGHER EDUCATION PARTNERSHIPS BY DEGREE

ASSOCIATE'S DEGREE

- Montgomery College Associate of Arts in Teaching (AAT) degree
- University of Maryland Global Campus

BACHELOR'S DEGREE

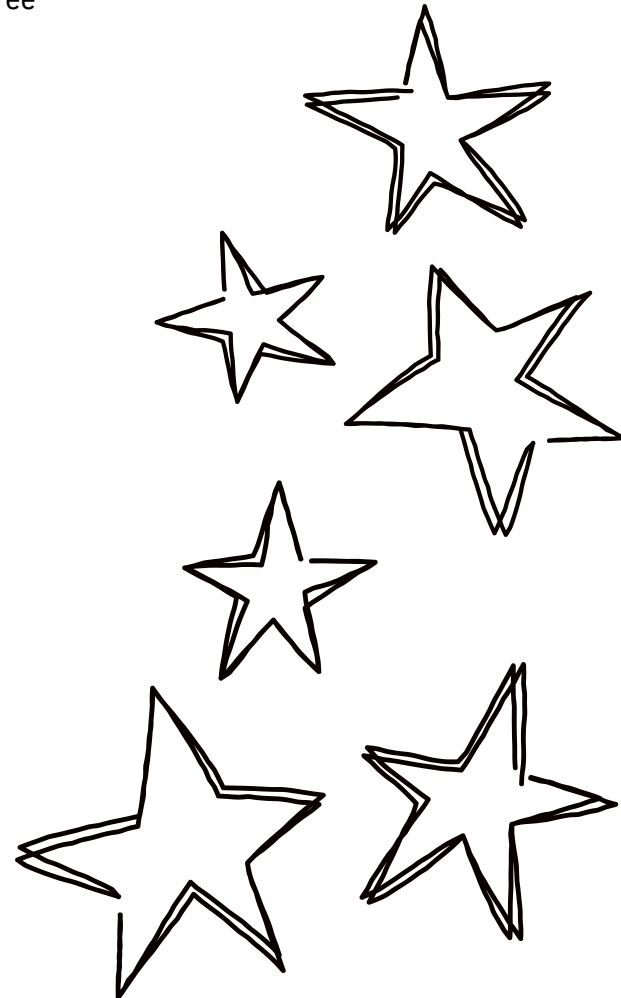
- Notre Dame of Maryland University
- University of Maryland Global Campus (formerly UMUC)

MASTER'S DEGREE

- Bowie State University
- Johns Hopkins University
- Notre Dame of Maryland University
- Towson University
- University of Maryland College Park
- University of Maryland Global Campus (formerly UMGC)
- University of Maryland Baltimore County (UMBC)

ALTERNATIVE CERTIFICATION

- Montgomery College ACET Program
- Notre Dame of Maryland University
- Early Childhood Education Alternative Certification Program
- Moreland University



Recognition of Outstanding Staff

With the 2023-2026 Agreement between SEIU Local 500 and the Board of Education of Montgomery County, each of the eight chapters will annually reward three outstanding employees. The first-place employee from each chapter will be nominated for the Supporting Services Employee of the Year. The announcement on how to nominate support professionals will be coming out soon. Get ready to recognize the work of our outstanding support professionals!

HELPFUL INFORMATION



Employee Resources

- [FY24 Work Schedules](#)
- [FY24 Pay Schedule](#)
- [MCPS - SEIU Agreement 2023-2026](#)

Dates to Remember

- **Monday, October 9** - No School for Students
- **Wednesday, November 1** - No School For Students
- **Wednesday-Friday, November 22-24** - Schools & Offices Closed

CONTACT US

Questions? We would love to hear from you! Please see contact information below.

Want to schedule a 1:1 consultation? Please complete the Career Pathways Intake Form found [here](#) or scan the QR code below:



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