

TITLE: Early Childhood Education Coach

CLASSIFICATION: Certified

REPORTS TO: Assistant Superintendent or Designee

QUALIFICATIONS:

Bachelor's degree in Early Childhood Education, Elementary Education, or a related field. A minimum of 2 years experience working with young children. Knowledge and education regarding developmentally appropriate practices for early childhood. Excellent oral and written communication skills, competent interpersonal skills, and strong organizational skills.

BASIC FUNCTION:

To collaborate between child care centers, public preschool center, families and community partners (Community Early Childhood Councils) to establish a coherent early childhood education system and to provide technical assistance/coaching support for staff in partner organizations. Must have knowledge of child development and current research based pedagogy, curriculum resources, appropriate classroom management techniques for preschool classrooms and reflective practice mentor/coaching strategies.

REPRESENTATIVE DUTIES:

- Conduct a needs assessment regarding professional development needs of all staff in the Child Care Center and Preschool to plan and provide professional development experiences and networking for teachers and administrators
- Provide coaching and mentoring for Early Childhood Education Coach to develop a professional early childhood educational community that involves collaborating with and coaching the child care center staff and administrators
- Provide support for programs to increase KY All STARS ratings, ECERS (Early Childhood Environmental Rating Scale) scores, and provide assistance in implementation of Teaching Strategies Gold curriculum.
- Conduct a needs assessment to identify materials for a lending library accessible to all stakeholders and monitor use of lending library
- Conduct data review to identify measurable goals for improvement for the preschool and child care center
- Collaborate regularly with community partners regarding the availability of full-day Child Care Assistance Program (CCAP) eligible children and establish recruitment process for CCAP eligible children
- Provide assistance with paperwork, doctors' visits, eye exams, etc. to eliminate barriers in enrolling children in child care or preschool.
- Create a sustainable online support, resources, and/or blog for community support to maximize family and community awareness and involvement of early childhood development

- Support and participate in family engagement activities
- Collect data and conduct evaluation of program
- Attend all required meetings and fulfill duties as assigned

EVALUATION:

Evaluation will be in accordance with the Trigg County Board of Education's policy on evaluation of personnel.

TERMS OF EMPLOYMENT:

187 Day contract with salary determined by the adopted certified salary schedule of the Trigg County Board of Education.

Board Approval: October 25, 2018