



POSITION: Early Achievers Coach

REPORTS TO: Early Achievers Coach Lead

AGENCY SUMMARY:

Child Care Resources (CCR) has been at the forefront of the early learning landscape for 30 years ensuring that all children have equitable access to safe, engaging, and positive early learning experiences that promote school readiness and lifetime success. With a staff of 110 and a budget of \$13 million, CCR provides a broad array of services for families and child care providers so that they in turn can support the development and well-being of our children.

THE OPPORTUNITY:

The Early Achievers (EA) Coach directly impacts the quality of childcare facilities in King County utilizing the statewide Quality Rating and Improvement System (Early Achievers). The Coach role entails providing on-site and distance coaching to center and home based licensed childcare programs serving children ages 0-5, located in King and/or Pierce Counties. Coaches work in partnership with childcare center teachers, administrators and/or family childcare providers to develop quality improvement goals, model and support best practices in early childhood education and management practices, and support professional development goals. This position will work with all providers licensed providers engaged in the quality improvement process.

GUIDING VISION:

In service to CCR's mission and vision, Provider Services Coaching teams are fully engaged in the continuous quality improvement process through strengths and relationship based professional development practices. Individually we are self-reflective, resilient, collaborative, and adaptive to change. Together we form a collective team that is responsive, cohesive, and interdependent. We operate in support of one another and the providers and children of Pierce and King counties.

Values that Guide the position:

- We Are Stronger Together.
- We share a collective purpose – so our individual outcomes are all of our outcomes.
- We honor and respect differences and learn from the diversity, knowledge and strengths of each other and the children and families we serve.
- We Seek Continuous Learning and Improvement.
- We set high standards and hold each other accountable to our commitments.
- We adapt to change through curiosity, open-mindedness and innovation.
- We create a culture that encourages growth through opportunity, challenge and compassion.
- We Honor Community Strengths.

- We examine biases and challenge ourselves and others to address racism so that all children can thrive.
- We lead with integrity in our process and actions to earn and build trust with each other and the communities we serve.
- We recognize and integrate the expertise and experiences of our communities.

RESPONSIBILITIES:

- Assist licensed center and family childcare providers to progress through, the WA State Early Achievers Quality Rating Improvement System.
- Facilitate large and small group sessions on topics related to the Early Achievers quality standards and program assessment tools used in the rating process
- Utilize formal and informal data in partnership with provider to establish and monitor quality improvement goals.
- Provide assistance to childcare providers to build and strengthen skills in early learning best practices, use of technology, navigating the state professional development system, carrying out quality related self-assessments, and meeting quality improvement goals.
- Provide anti-racist, culturally relevant and inclusive assistance in person to licensed childcare facilities throughout King and Pierce, as well as by phone, email, Coaching Companion and other remote applications.
- Manage a caseload of clients (directors, teachers, and/or family childcare providers to develop, implement and evaluate quality improvement plans and goals.
- Utilize third party conducted program assessment data to identify program strengths and areas for improvement.
- Model respect for providers and their individual cultural practices as well as ECE best practices at all times.
- Provide documentation of all coaching activities through web-based computer software programs.
- Submit complete and accurate documentation in a regular and timely manner.
- Participate in regular program and agency meetings.
- Participate in training and other professional development activities required by CCR.

MINIMUM QUALIFICATIONS:

At least 5 years of experience working in Early Childhood Education; or a Bachelor of Arts degree in Early Childhood Education or a related field and 5 years of related work experience; or a Masters of Arts degree in Early Childhood Education or related field and 3 years of related job experience.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Demonstrated awareness of and commitment to anti-racism work, cultural relevancy, and inclusion.
- Demonstrated expertise in effective coaching, mentoring and/or other consultative practices that supports adult learners.
- Ability to work independently and self-motivate; majority of time is field work.
- Ability to adapt coaching style to various methods and modalities including both in person and virtual
- Ability to analyze and interpret data.

- Ability to understand, and experience with, Quality Improvement and Adult Learning theories and practices.
- Knowledge of ECE Curricula and Assessments, including Classroom Assessment Scoring System (CLASS) and Environmental Rating Scales (ERS) tools.
- Three to Five years of classroom/Family Child Care experience.
- Excellent written and verbal communication skills.
- Excellent listening skills and ability to provide leadership, innovation, motivation and constructive feedback to Early Learning professionals.
- Proven ability to work in a team environment.
- Ability to maintain timely documentation/data entry into electronic data system.
- Proven ability to consistently meet monthly targets and goals.
- Ability to work occasional night and weekend hours within the work week.
- Knowledge of computer software, especially Microsoft Word, Excel, Outlook, Teams, and Zoom.
- Washington State Driver's License, automobile insurance, and daily access to a reliable automobile.

DESIRED QUALIFICATIONS:

- Candidates who are bilingual in English and Spanish or Somali languages.
- Course work and/or formal training in culturally appropriate anti-bias practice and theory, along with a commitment towards continued professional development in this area.
- Ability to facilitate reflective practice sessions with early learning professionals
- Practical experience and master level expertise in at least two or more of the following content areas: Infant Development, Toddler Development, Preschool Development, Bilingual/Bicultural Education, evidence-based classroom curriculum, Accreditation (NAEYC, NAC, NAFCC, etc.), Social-Emotional Development, and Child Care Center Administration & Management.
- Experience utilizing and supporting the use of research-based quality assessments to guide the development of a quality improvement plan.
- Knowledge of childcare licensing and the regulatory environment surrounding Family and Center based childcare.

COMPENSATION:

This is a full-time salaried position requiring a willingness to work some evenings and weekends.

The expected salary range is between, **\$49,641 - \$62,052** depending on qualifications and experience.

BENEFITS:

CCR's benefit package includes employer-paid top tier medical, dental and vision insurance plans for employees, 21 days of PTO per year in addition to 10 paid holidays, 3 floating holidays, and week-long office closure at year-end, flexible work environment, employer-paid life insurance, short-term disability/illness leave accrual, and 401k with 3% employer match.

CCR is an equal opportunity employer and we value diversity among our staff. We strongly encourage people of color, immigrants and refugees, people from the LGBTQ community, people with disabilities,

and people from other historically marginalized groups to apply.

HOW TO APPLY:

Submit your resume, cover letter, and equity statement to hr@childcare.org. You will be asked to upload:

1. A resume
2. A cover letter, describing as specifically as you can how your experience, skills, and values are a fit with Child Care Resources' goals and mission as described in this announcement.
3. A brief personal equity statement, describing your skills and experience engaging with issues involving diversity, racial equity, and inclusion, and/or in advancing racial equity in organizations. **This statement should not exceed 300 words.**

To learn more about Child Care Resources, please visit www.childcare.org.