



POSITION: Early Achievers Coach Lead

REPORTS TO: Department Manager, Early Learning Services

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 120 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 Coach Lead leads a team of coaches in directly impacting the quality of child care facilities in Pierce and King Counties participating in the statewide Quality Rating and Improvement System (Early Achievers). This role furthers our mission by using a racial equity lens to provide reflective supervision up to 7 coaches working towards identified outcomes. The Coach Lead will use our agency mission and values, the Coaching team strategic vision, as well as current Early Achievers contract deliverables and Operating Guidelines to inform their work.

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:

- Provide reflective supervision to a group of Coach Specialists, focusing on both technical and adaptive components of the coach role.
- Ensure that the output of coaching team reflects our values, furthers our mission, and contributes to meeting contract deliverables.
- Supervise and complete tasks related to various work processes including but not limited to timesheets and mileage, the Ratings Approval Requests Process, and Childcare Quality Baseline Assessment Requests.
- Manage the professional development and growth of individual supervisees and of the collective coaching team.
- Identify and collaborate with on-going quality improvement and assurance goals or activities.
- Attend leadership meetings and follow up on any responsibilities assigned through that shared leadership.

MINIMUM QUALIFICATIONS:

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. Applicants must also have a demonstrated commitment to racial equity and proven leadership experience.

KNOWLEDGE, SKILLS, AND ABILITIES:

- 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 independent.
- Ability to analyze and interpret data; weekly use of data to inform supervision expected.
- Understanding and experience with Quality Improvement and Adult Learning Theory.
- Knowledge of ECE Curricula and Assessments, including CLASS and ERS.
- 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.
- Effective written and verbal communication skills.
- Ability to respond appropriately to critical feedback.
- Effective listening skills with the ability to give and receive critical feedback.
- Proven ability to work in a team environment.
- Engage and communicate with a positive effect.
- Ability to maintain timely documentation/data entry into electronic data system.
- Proven ability to consistently meet monthly project goals.
- Ability to work occasional night and weekend hours.
- Ability to provide leadership, innovation, motivation, and constructive feedback to Early Learning professionals.
- Knowledge of computer software, especially Microsoft Word and Excel.
- Washington State Driver's License, automobile insurance, and access to a reliable automobile. This position is expected to travel across both counties and be available in all CCR offices.

DESIRED QUALIFICATIONS:

- 2-4 years supervisory experience
- Bilingual in English and Spanish or Somali languages.
- Understanding of change management theory and practice
- 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 and assessments, Accreditation (NAEYC, NAC, NAFCC, etc.), Social-Emotional Development, Child Care Center Administration & Management, Adult Learning Theory, Reflective Supervision, Appreciative Inquiry, and Anti-racist frameworks.
- Experience utilizing and supporting the use of research-based quality assessments to guide the development of a quality improvement plan.
- Knowledge of child care licensing and the regulatory environment surrounding Family and Center based child care.

COMPENSATION:

This is a full-time salaried position requiring a willingness to work some evenings and weekends. The expected salary range is between, \$58,432 - \$64,861 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, 16 hours of volunteer time off, 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.