



school administrators, community partners and early learning professionals concerning education programs, policies, services and related principles, theories, standards, guidelines, requirements, practices, procedures and techniques

Provide high quality professional development, relevant technical assistance and coordinated communications related to Universal PreKindergarten and Universal Transitional Kindergarten

Provide consultation, technical expertise and coaching to staff, faculty, administrators, leadership teams and others related to P-3 alignment and early childhood education, policy, planning, professional development and program services

Maintain current knowledge of educational methods, practices and standards related to P-3 alignment, UPK mixed delivery model, early education and related laws, codes, regulations, policies and procedures, modify programs and services to assure compliance with standards and requirements as needed

Preschool Learning Foundations through Grade 3 Standards

Developmentally Appropriate Practices in Early Learning

Early Literacy, Early Math, and Early Elementary Curriculum

California implementation of Universal Prekindergarten and expansion Transitional Kindergarten ●

Master's Degree in early learning and child development, early elementary, or a related field, with an emphasis on ages birth to 8 years (preferred)

A CTC Child Development Program Directors Permit and/or Teaching Credential (required)

A minimum of 5 years of directly related experience in early childhood or TK-3 teaching, training, programming, and project management (required)

An Administrative Services credential or a willingness to enroll in an administration credential program (preferred)

A minimum of one year of coach and trainer experience or similar roles (preferred)

The characteristics described below are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Varies from a climate-controlled office setting to working outdoors with temperatures ranging from mild/moderate to extreme cold/heat

Office environment: constant interruptions

Outdoor environment: drive personal vehicle to conduct work, visit sites, and travel to other organizations and companies, meetings and workshops

Operate a computer keyboard, mouse, copy machine, printer, and other office equipment

Read printed material and computer screens

Remain in a stationary position for extended periods of time

Position self to access office equipment, materials, and files

Move equipment weighing up to 50 pounds and is an infrequent aspect of the job

