

meet family and child care provider needs.

Coordinate and direct the development of curriculum standards and preparation, revision and updating of curriculum and Program documents; direct activities to enhance teacher and staff understanding of educational practices, instructional material guidelines and requirements, curriculum development and instructional strategies related to Preschool for All.

Provide consultation and technical expertise to providers, contractors, personnel, teachers, administrators, families and others concerning Preschool for All and early childhood education; respond to inquiries and provide detailed and technical information concerning related standards, guidelines, requirements, practices, techniques, laws, codes, regulations, policies and procedures.

Establish, develop and implement support s

Work collaboratively with individuals and groups from diverse ethnic, racial, linguistic and social backgrounds.

Direct the development and implementation of Preschool for All services, activities, goals, objectives, plans, strategies, standards, projects, processes and procedures

Coordinate activities to enhance teacher and staff understanding of educational practices, curriculum standards and instructional strategies.

Establish and maintain partnerships with outside agencies to enhance support for Program services.

Provide consultation and expertise concerning Preschool for All and early childhood education.

Assure adequate and optimal allocation of Program resources to meet the early childhood education needs of the community.

Communicate effectively both orally and in writing.

Interpret, apply and explain laws, codes, rules, regulations, policies and procedures.

Establish and maintain cooperative and effective working relationships with others.

Operate a computer and assigned office equipment.

Analyze situations accurately and adopt an effective course of action.

Meet schedules and time lines.

Work independently with little direction.

Plan and organize work.

Direct and participate in the preparation and maintenance of various records, reports and files.

EDUCATION AND EXPERIENCE: Esptivib98 361 Tie andrs.

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