



Amador Tuolumne Community Action Agency

ATCAA HEAD START/EARLY HEAD START Mentor Coach Job Announcement

ATCAA Early Head Start and Head Start is looking for an experienced teacher who would like to help other teachers improve their skills through coaching and mentoring.

The Mentor Coach works with teaching staff and the Education Manager to support best practices in the implementation of the Early Head Start, Head Start and California State Preschool programs in Early/Head Start classrooms in Tuolumne County. The Mentor Coach will provide *Practice Based Coaching* for staff as needed. The Mentor Coach will work with Lead Center Teachers and staff to create action plans for individual teachers and teams based on observations and teachers' goals. This position will also help to monitor and report coaching activities and other data for the Quality Rating System in Tuolumne County

Sample Job Duties and Responsibilities Related to This Position:

- Monitor and support the implementation of the *Creative Curriculum* using the administrator fidelity checklist;
- Monitor and support the implementation of the *Growing Great Kids Curriculum* using the administrator fidelity checklist;
- When needed, participate in multi-disciplinary team meetings for children with disabilities and/behavior plans;
- Assists staff in implementing early childhood assessment tools and using the results to improve classroom environments and routines;
- Meet individually with teaching staff to review and update professional development plans;
- Meet with teachers to create professional development plans, and/or to help them with the permit application process and to assess progress in these areas;

Minimum Qualifications:

- California Child Development Teacher or higher level permit;
- A Bachelor's or an Associate Degree in Child Development, or related field with course work in Education/Elementary Education, Human Development, Psychology, or Liberal Arts, and a minimum of three years teaching experience in a preschool program or infant toddler program.
- At least 3 units in Infant/Toddler Early Childhood Education;
- 1 year experience training and mentoring infant/toddler or preschool teachers;
- Meet all federal/state licensing requirements and/or program requirements necessary for this position: possess a valid California driver's license, an acceptable driving record, fingerprint clearance, TB Test, CPR, First Aid training, and health screening;
- Possess outstanding oral and written communication skills;
- Experience working with children with special needs and/or challenging behaviors;
- Strong computer skills including working with a database;
- Knowledge of preschool evaluation and assessment tools including the CLASS tool and the ability to be certified as a Reliable CLASS Rater and the Environmental Rating Scale (ERS) tool and the ability to conduct ERS assessments;
- Training in ECE Curriculum Implementation.



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Desired Qualifications:

- BA Degree in Early Childhood Education (or related field) or higher;
- Current Reliable CLASS Rater Status;
- Experience with the Desired Results Developmental Profile;
- Head Start or Early Head Start experience;
- Knowledge of early childhood educational requirements and experience counseling staff on ECE professional growth;
- The ability to speak and understand Spanish;
- Knowledge of local education resources and support for teachers.

ATCAA Salary Range: \$20.54 - \$23.78/hour DOE

40 hours per week

Health benefits and retirement plan

For more information and/or for an employment application, please visit us at www.atcaa.org

Or email questions to mwilliams@atcaa.org