

We will be hiring under the Office of Early Childhood Development, working in collaboration with DHR to implement and direct a statewide QRIS system which will assess quality in childcare centers and family childcare centers and to support programs in enhancing quality. Below are the positions available, and minimum expectations. All positions require meeting the qualifications for the job code listed, extensive travel, and flexibility with scheduling, as working with childcare centers and family childcare providers sometimes involves nights and weekends. Please apply to the State Register. Once the application has been submitted, send a resume to :

**Tammy Gibson**

Grants & Operations Manager, Personnel Officer  
Alabama Department of Early Childhood Education  
445 Dexter Ave. Suite 2050 Montgomery, AL 36104  
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Early Childhood Quality Specialist (Education Specialist-30122)

These positions will be located statewide, to assess programs which apply to the QRIS system and to provide coaching for quality enhancement to eligible childcare and family childcare sites. Experience with childcare and/or family childcare programs is required, and knowledge of BAS/PAS and CLASS is preferred. Candidates should also have experience with coaching and/or mentorship experience. Finally, candidates must see themselves as lifelong learners and be willing to attain and maintain reliability in required tools. Extensive day travel will be expected and the ability to be flexible with technology will be necessary for this position. Candidates will need to be organized, flexible, and have strong initiative to be successful in this position.

Early Childhood Quality Specialist (Human Service Worker 50520-262)

These positions will be located statewide, to assess programs which apply to the QRIS system and to provide coaching for quality enhancement to eligible childcare and family childcare sites. Experience with childcare and/or family childcare programs is required, and knowledge of BAS/PAS and CLASS is preferred. Candidates should also have experience with coaching and/or mentorship experience. Finally, candidates must see themselves as lifelong learners and be willing to attain and maintain reliability in required tools. Extensive day travel will be expected and the ability to be flexible with technology will be necessary for this position. Candidates will need to be organized, flexible, and have strong initiative to be successful in this position.

Early Childhood Quality Administrator (Education Administrator- 30123)

This position will be based in Montgomery and serves as a direct supervisor to the Early Childhood Quality Specialists assigned to the QRIS project. Candidates must have knowledge of quality indicators associated with early childhood programs to include childcare and family childcare. Preferred qualifications will include prior reliability and/or knowledge in BAS/PAS and CLASS (infant, toddler, and Preschool). In addition, candidates must be strong in accessing data, aggregating data and using data to drive decisions. Finally, candidates must see themselves as lifelong learners and be willing to attain and maintain reliability in required tools. As a team leader, the administrator will direct the team in day to day responsibilities and ensure the team is

meeting expectations of DECE and DHR in accordance with the IAA. The administrator will be required to travel statewide to support Early Childhood Specialists in the field. Candidates must be effective with providing reflective feedback to the team, communicating professionally with stakeholders, and have a strong work initiative to set priorities and meet deliverables.

Administrative Support Assistant II 10197

This position will be based in Montgomery and will support the QRIS implementation team with administrative duties associated with the project to include editing professional communication, organizing written documents, being an established point of contact for the team, and supporting field staff with communication from the central office. Candidates must be flexible, organized, and have a strong sense of initiative to be successful in this position