

The Department of Early Childhood Education (DECE) will be hiring a Part Time Coach under the Office of School Readiness to provide coaching to First-Class Pre-K Teachers in Region 2. Region 2 includes the following counties: Madison, Jackson, Marshall and DeKalb.

The Roles & Responsibilities are listed below but do not include all duties that may be expected of the position.

- Establish and maintain effective professional relationships with teachers and directors at all assigned classrooms.
- Observes classroom practices and reviews assessment data monthly to confirm teacher best practice progress in each assigned classroom monthly.
- Completes, enters and submits classroom visit report and other documentation within 1 day of classroom visit to effectively communicate teacher progress toward quality standards and planned goals.
- Establishes joint plans and goals collaboratively with teachers to ensure that best practices and quality improvements are being met.
- The coach intentionally pre-plans activities to share and model based on the joint plan created with the teacher, as well as spontaneous in context modeling of specific behaviors and strategies are used to support the teacher's understanding toward improved classroom practices.
- Encourages teachers to reflection current practices/strategies and collaboratively plans with teacher to develop an individualized professional development plan which will be evaluated yearly.
- The coach provides feedback for the purpose of building the teacher's understanding of specific practices and/or encourages them to continue working toward a goal.
- Maintain all records of travel, daily itineraries, communication and coaching logs.

This position requires meeting the qualifications for the State job code Retired State Employee – 11903-003 and requires a degree in Early Childhood Education and will include extensive travel within the region.

***Applicants will not be scheduled for interviews until they are on the State Personnel register for this classification.***

Please submit interest with a copy of your resume to:

Tammy Gibson, Personnel Officer  
tammy.gibson@ece.alabama.gov