

Early Childhood Quality Specialist (Education Specialist- 30122)

This position will be located in the Northeast area of the state surrounding Huntsville and south, supporting childcare centers and family childcare programs to ensure services are delivered as listed under the Head Start Performance Standards Sub Part C.

The successful candidate will

- Have a strong knowledge of Head Start performance standards, experience with the ChildPlus systems, strong focus on details, and a willingness to work with programs to meet expectations
- Maintain professional relationships with teachers, providers, and directors to meet all elements of sub part C of the Head Start Performance Standards through both physical and educational means
- Maintain professional relationships with teachers, providers, directors, and other stakeholders to ensure communication of all elements of sub part C of the Head Start Performance Standards
- Develop environmental plans that will be shared with providers, directors, and DHR to prioritize actions based on the level of hazard
- Complete assessments on children and enter data into systems. Ensure all assessments and screeners are entered and completed into Enterprise, ChildPlus, LAP-BK™, and other data systems
- Complete and maintain certifications, including National Program for Playground Safety (NPPS), Infant and Toddler CLASS and other required credentials
- Perform other duties assigned as the need arises

This position requires meeting the qualifications for the State job code Education Specialist I – 30122 or Human Services Program Coordinator – 50520 and will include extensive travel within the region.

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

Please submit interest with a copy of your resume to:

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