



JOB DESCRIPTION

POSITION/TITLE:	Pre-Kindergarten Coach
GROUP:	Center for Early Education Research and Evaluation (CEERE)
SUPERVISOR:	Research Scientist/Project Director
JOB STATUS:	Contractor (W-9); No Benefits
HOURS:	Part Time; Varied Hours

Summary Description:

The Center for Early Education Research and Evaluation (CEERE) at HighScope Educational Research Foundation announces a temporary PreK Coach Contractor position from September 2020 to June 2021. This is an excellent opportunity to work on a high-profile research study, contributing to and gaining experience in an innovative self-regulation curriculum, training, and coaching system. This position will report to the Project Director. The role will be on a grant awarded to HighScope from the US Department of Education Investing in Innovation (i3) fund: Supporting Preschool and Kindergarten Students' Self-Regulation through HighScope Curriculum Enhancements: Plan-Do-Review and Conflict Resolution. The goal of this project is to improve the self-regulation skills of low-income preschool and kindergarten students by building off the historic HighScope Perry Preschool Study. This project is in partnership with area school districts. Coaching will take place with PreK teachers via Zoom (with the possibility of moving to in-classroom coaching if it becomes safe to do so at times during the school year).

This position requires a commitment for the full length of the contract from September 2020 to June 2021. **When schools are in session, the coach must be available primarily during classroom hours (approximately 7:30am-4:00 pm Monday through Friday)**, in addition to time spent in coaching preparation and documentation which may be done outside of those hours if desired. **This is a contract position, which will ramp up to provide coaching for teachers during times when schools are conducting in-person instruction (20-30 hours per week) and ramp down to provide minimal support while schools are conducting learning at home (0-5 hours per week)**. This is a great opportunity for experienced educators looking for flexibility during this historic school year.

Essential Job Responsibilities/Duties

- Participate in the training for coaches and use the coaching strategies with teachers.
- Coach PreK teachers in the enhanced Plan-Do-Review and Conflict Resolution, following the coaching sequence protocol.
- Assist in planning and attend online trainings for teachers.
- Assist in leading trainings for teachers.
- Coach 7-8 classrooms, meeting with each classroom 2x per month when schools are conducting in-person instruction.
- Observe classrooms for fidelity of implementation of the enhanced Plan-Do-Review and Conflict Resolution, and adjust coaching to meet implementation goals (observations may be videotaped by the teacher and sent to the coach).

- Plan for and reflect on coaching visits, touching base with teachers in between coaching via email and phone.
- Complete a research coaching log after each coaching visit.
- Complete other data collection documents required for this research study.
- Participate in reflective supervision with the Coaching Mentor.
- Attend research team meetings.
- Contribute to refining the enhanced Plan-Do-Review and Conflict Resolution self-regulation curricula and coaching protocol.
- Opportunity to contribute to research briefs and blog posts.
- Build and maintain relationships in the school district and the community.

Job Qualifications

- B. A. in early childhood education, education, developmental psychology, or related field.
- Experience with coaching and mentoring teachers.
- Aptitude for innovative, outside-the-box thinking and a quick learner.
- In-depth experience with the HighScope curriculum.
- Mastery of developmentally-appropriate instructional strategies, including adult-child interactions and individualizing instruction.
- Ability to develop positive, supportive relationships with teachers.
- Ability to adapt to the unique needs of each teacher, classroom, and school, including flexibility in availability, communication methods, and approaches.
- Experience partnering with schools or programs located in under-served communities.
- Knowledge of the development of and interventions to support self-regulation in young children.
- Expertise in adult learning and development techniques.
- Excellent organizational skills, attention to detail, and the ability to effectively manage multiple tasks simultaneously.
- Ability to complete coaching visits in accordance with the project timetable.
- Superb written and verbal communication skills.
- Commitment to working collaboratively with team members and teachers.
- Proficient in the Zoom video call platform, uploading videos to an online sharing platform, Microsoft Office Word, email, and online data entry.
- Ability to complete a background check for childcare licensing and school regulations.
- Access to reliable transportation to travel to schools as needed.
- Knowledge of fidelity of implementation and improvement science strategies.
- Team player who seeks to advance the goals of the research study while maintaining flexibility and a sense of humor.
- Self-starter able to work independently, along with the judgment to seek supervision and/or input from others when necessary.

How to Apply

Application review begins immediately and continues until position is filled. Send a cover letter detailing your interest in the position and how your professional experience specifically aligns with the requirements of this position, along with your resume and contact information for three professional references to jobs@highscope.org.