

SANTA CLARA COUNTY OFFICE OF EDUCATION

CLASS TITLE: MENTOR TEACHER/COACH-EDUCARE

BASIC FUNCTION

Educare California Silicon Valley (ECSV) is a collaborative partnership between SCCOE, Franklin-McKinley School District, East Side Union High School District, FIRST 5 Santa Clara County and the Educare Learning Network. The mission of ECSV is to promote school readiness by enhancing the social and cognitive development of children ages 0-5 through the provision of an evidence-based education program along with health, nutrition, social and other services that support enrolled children and their families.

Under the supervision of the Program Director (SCCOE or East Side UHSD), the Mentor Teacher/Coach is responsible for coaching, mentoring, training and supporting teaching staff with planning and implementing a developmentally appropriate education program which supports the development and learning of all children in all developmental domains and which complies with the program standards and regulations of local, state and partner agencies.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Coaching/Mentoring

Facilitates and engages teaching staff in reflective practice through an ongoing process of observation, reflection and planning with the intention of improving professional practice, program quality, and child outcomes; facilitates collaborative lesson planning utilizing child observations and assessments to inform intentional planning of the environment, experiences and activities that best support individual and group progress; models strategies and best practices within infant, toddler and preschool classrooms; uses technology to provide video clips to support reflective practice and developmental documentation.

Professional Learning and Development

Designs, coordinates and facilitates professional development to support the knowledge, understanding and implementation of Educare Core Features, reflective practice, and best practice teaching methods and instructional strategies; collaborates with education staff on the development and support of professional development plans and quality improvement plans based on multiple sources of data, including classroom assessments and observations, reflective practices, and individual goals.

Interdisciplinary Work and Collaboration

Collaborates and engages in reflective practice with Mentor Teacher/Coach colleagues to improve professional practice and support program quality; provides classroom teaching support to ensure staff participation in staff development and reflective practice sessions; provides teaching/classroom support for transitions of children; participates on multi-disciplinary teams with a common goal of utilizing data to guide practice and decision-making; performs other related duties as assigned.

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

Principles of child development, early childhood education, best practice teaching methods and techniques;
Federal and State regulations pertaining to early childhood education;

Head Start Child Development & Early Learning Framework, California Preschool Learning Foundations, California Preschool Curriculum Framework, California Infant/Toddler Learning & Development Foundations, California Infant/Toddler Curriculum Framework, CSEFEL/Teaching Pyramid; Assessment tools commonly used in early childhood settings including CLASS, ECERS/ITERS, DRDP, ASQ

ABILITY TO:

- Work in a collaborative and professional manner as a member of an interdisciplinary team;
- Establish and maintain positive and effective working relationships with those contacted in the course of the work;
- Participate in on-going professional development which may involve travel;
- Work effectively within a culturally and linguistically diverse community;
- Speak, read, and write in fluent English;
- Communicate effectively, both orally and in writing;
- Maintain confidentiality and perform duties in an ethical and professional manner;
- Effectively use computer applications and web-based technology

EDUCATION AND EXPERIENCE

- Possess a Bachelor’s degree in Child Development, Early Childhood Education or a related field
- Possess and maintain a minimum of a Child Development Teacher Permit
- Possess and maintain current Pediatric CPR/First Aid certification
- Possess and maintain current Preschool CLASS certification; Toddler CLASS certification desirable
- Two (2) years of coaching/mentoring experience in an Early Childhood setting which includes reflective practice
- Five (5) years of early childhood classroom experience preferred

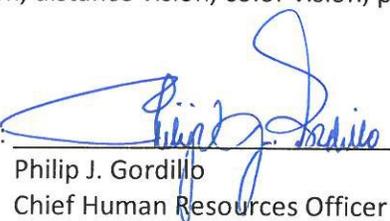
WORKING CONDITIONS

ENVIRONMENT

Working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Variations in conditions may occur under certain circumstances. Video recording may be a regular occurrence in the classrooms for the purpose of training, technical assistance, and classroom observation. Job duties are performed both indoors and outdoors. The noise level in the work environment is usually moderate.

PHYSICAL DEMANDS

While performing the duties of this position, the employee is frequently required to stand, walk, bend, move quickly, use hands to grip, touch, and feel and to reach with hands and arms. The employee is frequently required to sit on the floor and return to a standing position. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and depth perception. Hearing within normal range is required.

Approved:  _____ Date 06/08/15

Philip J. Gordillo
Chief Human Resources Officer

Revised 6/8/15 Corrected ESUSD to ESUHS