

ASSOCIATE DIRECTOR FOR PROGRAM DEVELOPMENT

Position Announcement

The University of Nebraska Buffett Early Childhood Institute is seeking applications from qualified individuals for the position of Associate Director of Program Development to lead early childhood programming initiatives within the Institute's Achievement Gap Challenge Program.

The Associate Director for Program Development will work closely with the Director of Program Development to design and facilitate state and local initiatives to build capacity for comprehensive, systemic approaches to early childhood education and services, birth through third grade. With the goals of increasing opportunity to learn and reducing achievement gaps among Nebraska's young children of greatest need, these efforts will highlight innovative strategies to strengthen early childhood leadership among educational administrators in schools and communities, along with technical assistance for strategic early childhood planning and systems development. The Associate Director for Program Development will work within both metro Omaha and Greater Nebraska, collaborating actively with state and local agencies and organizations.

Buffett Early Childhood Institute Profile

Envisioned as a new model for how public higher education is engaged in the first years of life, the newly established Buffett Early Childhood Institute is a four campus, university-wide, multidisciplinary research, education, outreach, and policy institute of the University of Nebraska committed to helping transform early childhood development and education in Nebraska and across the nation.

The long-term goal of the Institute is to be a leading center where scholars, practitioners, community members, and policy makers collaborate to advance a unified approach that can improve the lives of young children and families and the systems that support them.

Applicants should note that the goals of the Institute are university- and state-wide, but the location of the Institute administration is at the University of Nebraska Omaha (UNO).

Job Responsibilities

- In consultation with the Director of Program Development, design and lead efforts to build state and local system capacity for providing comprehensive early childhood programs and services, birth through grade 3;
- Provide supervisory oversight to the Buffett Institute staff team responsible for implementing the Metro Omaha Superintendents' Early Childhood Plan;
- Lead efforts to effectively adapt the Superintendents' Plan birth through grade 3 approach to school districts in other regions of Nebraska;
- Design and guide innovative, collaborative strategies to support and strengthen leadership among educational administrators in district and community settings for comprehensive, systemic approaches to early childhood programming, birth through grade 3;

- Guide strategic planning for state and local initiatives to support the professional learning of early childhood educators and service providers in school districts and community-based organizations, integrating these efforts with the Institutes' Workforce Development Program;
- Collaborate actively with the Nebraska Department of Education and other state agencies and organizations to promote cohesive state-level support for high quality, comprehensive early childhood programming, birth – Grade 3, in local education authorities and programs;
- Cultivate and maintain collaborative working relationships with key state organizations representing school administrators and related early childhood program leaders;
- Monitor progress and identify unmet needs with regard to educational programming for young children in greatest need, and construct new initiatives to advance the Institute's Achievement Gap Challenge efforts in Nebraska;
- Knowledge of latest research and evidence and ability to apply best practices to all initiatives and proposed practices;
- Work closely with Institute staff in program development, research and evaluation, and communications to ensure integration of ideas, expertise and resources in the development of Institute-wide programs, research and messaging;
- Collaborate with faculty and staff of the University of Nebraska to engage them in programmatic initiatives and contribute to efforts designed to obtain grants and contracts.

Minimum and Preferred Requirements:

- Master's degree or equivalent in early childhood education, educational leadership, or a related field. Ph.D. is preferred;
- Demonstrated effective experience in district- and school-level administration and leadership;
- Knowledge of research-based educational practices and programs for children, birth – Grade 3;
- Knowledge of state and national issues related to early childhood education, with an emphasis on interventions for children placed at risk;
- Knowledge of funding streams and programming options for early childhood education, birth – grade 3;
- Demonstrated leadership in promoting educational equity and in reducing income- and race-based opportunity gaps;
- Demonstrated experience working sensitively and effectively with individuals who are racially, culturally, ethnically, and linguistically diverse;
- Demonstrated effective experience in promoting the professional learning of teachers and school administrators;
- Proven ability to manage complex projects and move them forward to completion on time;
- Proven ability to engage collaboratively with community partners and diverse stakeholder groups;
- Excellent creative thinking, written and verbal communication skills.

Successful candidates will exhibit the following traits:

- The ideal candidate is agile, entrepreneurial, and a team player who seeks to advance the Institute and its goals;
- Knowledge, enthusiasm, and passion for the field of early childhood and ability to establish credibility in the education/human service and university communities;
- Must be a fast self-starter comfortable with attention to detail and ability to work independently,

- along with the judgment to seek supervision and/or input from others when necessary;
- A strong sense of the requirements of a stable organization and its long term needs with the ability to exercise significant initiative and creativity in developing new value-added relationships with the Institute's stakeholders;
 - Should be an optimistic, positive, resilient, insightful, and performance-driven decision maker, problem solver, and consensus builder.

How to Apply

Application review begins immediately and continues until position is filled. Applications processed through the on-line job posting at <https://careers.nebraska.edu>. Follow instructions to complete the Applicant Profile. Along with the application, attach a cover letter, vita, and contact information for three professional references. Salary commensurate with experience.

Direct questions about the position to: humanresources@nebraska.edu. Direct questions about the on-line application process to: (402) 472-7990. **The University of Nebraska is an Affirmative Action/Equal Opportunity Employer and participates in E-Verify.**