

FAMILY AND COMMUNITY PROGRAM SPECIALIST

Position Announcement

The Buffett Early Childhood Institute at the University of Nebraska is seeking applications from qualified individuals for the position of Family and Community Specialist: Metro Omaha Superintendents' Early Childhood Plan.

The program specialist will assist Institute and school district staff in implementing the family and community component, birth – Grade 3, of a comprehensive initiative to eliminate or reduce income-based social, cognitive, and achievement gaps among young children at risk in the Learning Community of Douglas and Sarpy Counties. The initiative relies on a birth – Grade 3 approach in which schools serve as a hub for connecting all early childhood services to provide high-quality continuous programming across the first eight years of life. Funding is available from a new taxing authority in the Learning Community. The role of the family and community program specialist will include field-based leadership and support for preschool family facilitators and K – Grade 3 family facilitators connected to participating school sites.

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, the goals of the Institute are university- and state-wide, but the location of the Institute administration will be in Omaha. This position will work primarily out of the Omaha office to coordinate and co-lead implementation of the Superintendents' Early Childhood Plan in the school districts that make up the Learning Community of Douglas and Sarpy Counties.

Job Responsibilities

- Coordinate with the director of program development and the program manager to lead new site start-up procedures for developing strong family and community engagement connected to each of ten school sites.
- Collaborate with the birth – age 3 program specialist and the preschool – third grade program specialist to promote coordinated implementation of birth – age 3 home visiting, family and community engagement, and PreK – Grade 3 professional development within and across school sites.
- Visit each site on a regular basis to support the site team as they implement the preschool and

K – Grade 3 family and community activities and program.

- Provide training, coaching, and technical assistance to the family facilitators with a particular focus on an age 3 – 5 book bag exchange, outreach to parents, parent education groups in the schools, and activities that support parent-teacher collaboration, parent-child referrals, and transitions across home visiting, preschool, and Kindergarten programs. This also includes building a professional learning community among the site-based family facilitators.
- Provide consultation to school leaders to assist with supervision of the family facilitators and to support the implementation and monitoring of the family and community engagement program.
- Assist family facilitators with the collection and reporting of data required for progress monitoring and project evaluation, and overseeing the quality of data collection.
- Assist the director of program development, program manager, and other Institute staff in designing and executing professional development, data collection, communication, and other needs that arise through the Superintendents' Early Childhood Plan implementation.
- Identify and consult with the director of program development and the program manager to resolve complex issues and problems.

Minimum Requirements:

- A master's degree or higher in fields related to family and community engagement (e.g., social work, child development).
- At least five years of relevant experience in supervising or supporting professional/paraprofessional family and community and/or home-school engagement staff.
- Experience developing and implementing professional development, including distance learning technologies.
- Knowledge of family and community development with emphases on preschool and child care settings, parenting education, and transitions to school.
- Knowledge of families living in poverty and functioning under conditions of high stress.
- Experience working with racially, culturally, or linguistically diverse children and families.
- Experience working in limited-resource communities.

Successful candidates will exhibit the following personality traits:

- Strong interpersonal skills with demonstrated capacity as a team player and relationship builder.
- Demonstrated management and organizational skills related to program implementation.
- Strong computer, written, and oral communication skills.
- Willingness to travel extensively in the region and nationally.
- Flexibility and openness to change.

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 your application, attach a cover letter, resume, and contact information for three professional references.

Direct questions about the position to: humanresources@nebraska.edu.

Direct questions about the on-line application process to: (402) 472-2111.

The University of Nebraska is an Affirmative Action/Equal Opportunity Employer and participates in E-Verify.