PRESCHOOL – THIRD GRADE PROGRAM SPECIALIST

Position Announcement
The Buffett Early Childhood Institute at the University of Nebraska is seeking applications from qualified individuals for the position of Preschool – Third Grade Program Specialist: Metro Omaha Superintendents’ Early Childhood Plan.

The program specialist will assist Institute and school district staff in implementing the preschool – third grade component 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 preschool – third grade program specialist will include field-based leadership and support for collaborative work conducted by Institute and school staff on site at participating schools.

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 facilitate start-up activities and procedures at each of ten sites.
- Collaborate with the birth – age 3 program specialist and the family and community engagement specialist to promote coordinated implementation of birth – age 3 home visiting, family and community engagement, and PreK – Grade 3 professional development efforts within and across school sites.
- Provide consultation to school leaders to assist with implementation and monitoring of the birth – Grade 3 initiative. This will include regular site visits to each participating school.
• Supervise the PreK – Grade 3 educational facilitators working on site at the participating schools. This includes providing training, coaching, and technical assistance to the facilitators, as well as building a professional learning community among the facilitators.
• 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 that arise through field-based work.

Minimum Requirements:
• A master’s degree or higher in fields related to early childhood education and elementary education.
• At least five years of relevant experience as an instructional coach, supervisor, or leader of staff development for teaching staff in PreK – Grade 3.
• Experience developing and implementing training and professional development, including distance learning techniques.
• Commitment to and knowledge of developmentally-informed educational practices, with an emphasis on PreK – Grade 3.
• Knowledge of the national PreK – Grade 3 reform movement.
• Experience working with racially, culturally, or linguistically diverse children and families as well as children and families experiencing economic poverty.
• Preferred qualifications include preparation in bilingual and/or ESL.

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.