



**Position:** Early Head Start Coach | **Full-Time Salary Position**

**Culture:**

Trying Together’s mission is to support high-quality care and education for young children.

Trying Together is a Pittsburgh-based nonprofit that supports the work of early childhood by providing advocacy, community resources, and professional growth opportunities for the needs and rights of children, their families, and the adults who interact with them. A fast-paced organization, Trying Together looks for dedicated and passionate staff who bring positivity to their work and a solution-oriented sensibility.

Trying Together is an equal opportunity employer. Trying Together does not discriminate and encourages qualified candidates of any gender, race, class, sexual orientation, faith, disability, or age to apply. All candidates will be evaluated on a merit basis.

**Purpose:**

Coaching is an interactive process of observation, discussion and reflection in which the coach promotes the other person’s ability to grow toward identified goals. Effective coaches will build relationships with teachers based on mutual respect, demonstrate effective communication skills, practice conflict resolution and have an ongoing commitment to learning, possess good observation skills and can model best practice working with children.

The Program Level coach will have an understanding and ability to put into practice and advocate for the following guiding principles:

- Culturally and linguistically competent, family centered practice.
- Natural learning environment.
- Learner focused approach.
- Functional and meaningful activities/supports.
- Collaborative goal setting.
- Operate from a systems perspective.
- Change occurs over time.
- Coaches facilitate and participate in change.

**Job Functions:**

- Recognize the unique abilities of individuals and assist others in valuing everyone's contributions.
- Encourage, support, motivate, and work interactively with teachers/caregivers to develop and implement ongoing goals.
- Support the teacher/caregiver to provide environments and opportunities which promote the child's growth and development for any of the development for any of the developmental domains (language and literacy, health and physical development, approaches to learning, social emotional development, creative arts, science, mathematics).
- Assist teachers/caregivers to structure environments, routines and interactions that contribute to positive social-emotional outcomes for the children and families in a program.
- Focus on specific tasks, skills or techniques which can be mastered and measured.
- Assist teachers/caregivers to structure environments, routines and interactions that contribute to a positive social behavior support plan for the child.
- Consistently use the NeonCRM platform to build relationships with constituents, record data that measures project performance, and to support continuous quality improvement in the organization's resources and services.
- Commitment to racial equity and inclusion and a willingness to do the ongoing personal work to bring about a more just society.

**Responsibilities:**

- Stay current on updates and changes in national accreditation systems. (NAEYC, NAFCC, NAA,).
- Become trained in the Environment Rating Scales (ITERS, ECERS, FCCERS).
- Complete training on Practice Based Coaching.
- Become trained and proficient in the strategies of the Pyramid Model.
- Gather and track data in accordance with an identified evaluation plan.
- Participate in supervision and peer support as offered for individuals working in this capacity.
- Attend regularly scheduled meetings with other coaches, community partners and professional development/technical assistance staff.
- Facilitate a process to help teachers develop individual plans to improve their environments, teaching practices to support young children's growth and development and overall program quality.
- Offer resources and strategies to teachers to enhance relationships, create appropriate environments, and teach social emotional skills in children.
- Check in periodically with teachers to offer support and guidance.

- Contact community partners to access external support when needed.
- Assist the teacher to identify resources and supplies in accordance with individual plans.
- Willingness and ability to travel throughout the Pittsburgh region.
- Maintain confidentiality.
- Perform other duties as assigned.

**Qualifications:**

- Bachelor's degree in Early Childhood Education, Family and Consumer Science, Psychology, Social Work, Sociology or a related field.
- Knowledge of local, state and national early care and education systems.
- Knowledge and education regarding developmentally appropriate practices.
- At least 2 years experience working with young children in a group setting.
- PA Quality Assurance System (PQAS) certified instructor.
- Experience in conducting assessments.
- Knowledge of program quality rating scales.
- Knowledge of Head Start Program Performance Standards.
- Experience and/or education in adult learning principles.
- Experience and/or education in Human Service work and study.
- Excellent oral and written communication skills, competent interpersonal skills and strong organizational skills.
- Ability to communicate using technology, develop reports and track data.
- Knowledge and expertise in promoting growth and development in children for any of the developmental domains (Language and Literacy, Health and Physical Development, Approaches to Learning, Social Emotional Development, Creative Arts, Science, Mathematics).
- Ability to travel to appointments, meetings, and training sessions that may require an overnight stay.
- Intermediate to advanced computer skills, Internet and email.
- Must have a valid PA Driver's License and proof of insurance.
- Must clear a full background check.
- Complete mandated reporter training.

**Required Clearances:**

- Clean Act 33 Child Abuse Clearance.
- Clean Act 34 PA State Police Clearance.
- Clean Act 73 Federal Criminal History Clearance.
- Valid Driver's License and proof of insurance.



- National Sex Offender Registry (NSOR) verification.

**Required Training:**

- Mandated Reporter Training (must be completed in the first month of placement)
- NeonCRM Training (required and recommended online courses must be completed in the first three months of placement)
- Practice-Based Coaching (PBC)

**Benefits:**

- Competitive compensation and benefits package.
- Appreciative inquiry and strengths-based review process.

**Physical Requirements:**

- Regular kneeling, stooping, bending, and sitting on the floor.

**Interested Applicants:**

Submit a cover letter and resume with a minimum of three work-related references to [jobs@tryingtogether.org](mailto:jobs@tryingtogether.org). Phone calls will not be accepted. Posting will remain open until filled.