



5604 Solway Street, Pittsburgh, PA 15217

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tryingtogether.org

Position: Early Childhood Education (ECE) Career Advisor Strategist
Full-Time | Salary Range: \$45,000 - \$48,000

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:

An early childhood educator's responsibility is to care for and promote the learning, development, and well-being of young children. The Early Childhood Education (ECE) Career Advisor Strategist is responsible for supporting educators in southwestern Pennsylvania at various stages of their career. The ECE Career Advisor Strategist will assist individuals with academic guidance and career supports, including job search skills and providing additional resources as needed. The ECE Career Advisor Strategist is a member of the Quality Initiatives Team, will report to the Associate Executive Director, and should be available to work evenings and weekends to support early childhood educators.

Responsibilities:

- Guide the career advancement of early childhood educators (supported by the PA ECE Career Pathways framework) and support them from entry level to mastery to develop an individualized career advancement plan.
- Guide early childhood educators to enroll in a credentialing program that meets the educator’s individual career needs.

- Collaborate in the implementation, coordination, and delivery of career development services, including career exploration, teacher certification, test preparation, academic advising, and job searching.
- Explore and provide additional resources to educators such as technology, transportation, adult literacy, etc. as needed to achieve an educator's career goals.
- Cultivate relationships with ECE departments at institutes of higher education to learn about ECE specific coursework and to guide educators to meet career goals.
- Meet individually and in small groups with current and aspiring early childhood professionals in support of developing and meeting their career goals.
- Make presentations to early learning program directors/owners and community groups about early childhood education career development periodically and as requested.
- Track and maintain data on interactions and outcomes.
- Create quarterly reports on the progress of the project.
- Provide dynamic and collaborative direction to the development and piloting of new initiatives as they become appropriate for inclusion in the project's work.
- Work collaboratively with community organizations in southwestern Pennsylvania such as Partner4Work and CareerLink to support individual career development in early childhood education.
- 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.

Qualifications:

- Bachelor's Degree in Human Services, Child Development, Early Childhood, or related field and three years of related experience in Early Childhood Education career development.
- Have an academic background and experience teaching Early Childhood Education.
- Have extensive experience mentoring teachers and understand adult development.
- Value the collaborative, reflective, and reciprocal nature of consultation.





- Value diversity and demonstrate cultural and linguistic competency.
- Approach educator career development with a growth mindset and believe all educators can improve, whatever the starting point.
- Use reflective practice strategies and skills.
- Be extremely organized.
- Be flexible.
- Be a creative problem solver.
- Have a keen eye for detail and the ability to multitask.
- Be proficient in Microsoft Office suite.
- Possess excellent interpersonal and communication skills.
- Have experience working in urban communities.
- Current PQAS Instructor certification (will be required to obtain within six months of hire).

Required Clearances:

- Clean Act 33 Child Abuse Clearance.
- Clean Act 34 PA State Police Clearance.
- Clean Act 73 Federal Criminal History Clearance.
- 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)

Benefits:

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

Interested Applicants:

Applicants must apply at tryingtogether.applytojob.com/apply and upload their resume and three work-related references. Phone calls will not be accepted. Posting will remain open until filled.

