

State of South Carolina

Education Associate (4K Coach) - 61083209

SALARY	\$54,974.00 - \$101,712.00 Annually	LOCATION	Spartanburg County, SC
JOB TYPE	FTE - Full-Time	JOB NUMBER	164996
AGENCY	Department of Education	DIVISION	First Steps
OPENING DATE	05/21/2024	CLOSING DATE	6/4/2024 11:59 PM Eastern
CLASS CODE:	CB05	POSITION NUMBER:	61083209
NORMAL WORK SCHEDULE:	Monday - Friday (8:30 - 5:00)	PAY BAND	Band 7
HIRING RANGE - MIN.	\$54,974.00	HIRING RANGE - MAX.	\$78,343.00
OPENING DATE	05/21/2024	EEO STATEMENT	Equal Opportunity Employer
AGENCY SPECIFIC APPLICATION PROCEDURES:	Interested persons must complete a State Employment Application at www.careers.sc.gov . Applications will not be accepted after the closing date. The South Carolina Department of Education does not accept faxed, mailed, or hand delivered applications.	VETERAN PREFERENCE STATEMENT	South Carolina is making our Veterans a priority for employment in state agencies and institutions.

Job Responsibilities

The person in this position will serve as a coach to conduct regular visits with classrooms and programs to foster high quality research-based early childhood curriculum for kindergarten readiness. Support the development, implementation, and monitoring of goals-based plans required as a condition of participation in First Steps 4K program. Cultivate relationships for strong strategies to enhance best practices in early childhood education. Document all provider visits and feedback, prepare communications, and provide accountability to programs and to the Office of First Steps 4K. Ensure that services implemented are consistent with all goals and measures, while participating as part of the 4K team. Facilitate communication between all SC First Steps program staff and other agency partners, as necessary, to support public-private 4K program guidelines, training, and support structures. Plan, create, and implement trainings and professional development offerings for 4K providers and staff. Recruit new providers. Conduct on-site evaluations of 4K new provider applicants with the 4K team. Plan and implement onboarding for approved providers. Support the recruitment of students for all approved providers. Develop educational grants and administer grants received. Serve as a liaison between

approved providers and local First Steps County Partnerships for the purpose of coordinating parenting services, expanded technical assistance, and collaboration of programs. Perform other assigned duties.

This position is located in the Office of First Steps.

Minimum and Additional Requirements

Bachelor's degree in early childhood education or a related field and experience in education, management, or business.

Preferred Qualifications

Master's degree in early childhood education or a related field.

Additional Comments

ONLY THOSE APPLICANTS CHOSEN FOR AN INTERVIEW WILL BE NOTIFIED BY LETTER THAT THE POSITION HAS BEEN FILLED.

<http://www.ed.sc.gov/jobs/human-resources/title-ix-nondiscrimination/>

Agency

State of South Carolina

Agency

Department of Education

Address

1429 Senate Street

Columbia, South Carolina, 29201

Phone

803-734-8505

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Education Associate (4K Coach) - 61083209 Supplemental Questionnaire

*QUESTION 1

Supplemental questions are considered part of your official application. Any misrepresentation will result in your disqualification from employment. Please complete the state application to include all current and previous work history and education. A resume will not be accepted or reviewed in lieu of the application. I have read and acknowledge the above statement.

Yes

No

*QUESTION 2

I understand that a criminal record investigation will be conducted prior to employment being offered by the South Carolina Department of Education. My personal identifying information will be processed through the South Carolina Law Enforcement Division (SLED).

- Yes
- No

***QUESTION 3**

Do you have a bachelor's degree in early childhood education or a related field?

- Yes
- No

***QUESTION 4**

Do you have a master's degree in early childhood education or a related field?

- Yes
- No

***QUESTION 5**

Do you have experience in education, management, or business?

- Yes
- No

***QUESTION 6**

How did you hear about this position?

- Careers.sc.gov
- Indeed.com
- LinkedIn
- Other (Please specify below)

***QUESTION 7**

If you answered "other" in the question above, please specify where you heard about this position below.

* Required Question