



**Position:** Two-Generation Coordinator

The state's first ever Two-Generation Coordinator position will be work from the vantage point of the SC Early Childhood Advisory Council to serve as the state's lead for cross-agency, system-wide adoption of policies, programs and approaches that benefit whole families, specifically young children and the adults in their lives.

**Organization:** South Carolina First Steps (SCFS) is both a nonprofit and state agency and is the only dedicated, comprehensive early childhood agency in South Carolina focused on getting children ready for school and life success. Annually, we serve more than 30,000 children. Established by the South Carolina General Assembly in 1999, SC First Steps provides funding and support to a network of 46 local, First Steps partnerships, one in every county. Through the partnerships, First Steps provides evidence-based parenting, literacy, and development programs; training for early childhood educators; child care scholarships; child care quality enhancement; and a slate of other early interventions. Through First Steps 4K, the agency partners with over 200 child care centers to offer free, high-quality, educational Pre-K 4 to more than 2500 children. In addition to developing, funding and supporting programs and initiatives statewide, South Carolina First Steps coordinates the activities of the South Carolina Early Childhood Advisory Council, a collaborative body representing the state's early childhood system. The Early Childhood Advisory Council works to ensure that South Carolina's children arrive at school ready to reach their highest potential, are healthy and safe, and are actively supported by their families and communities.

The diverse workforce that makes up the 65+ member team at SCFS includes salaried and hourly positions and is governed by a State Board of Trustees. As an organization, we value: children, relationships, equity, high quality, and results. Our office is in downtown Columbia, SC. As SCFS is a state-wide organization, some positions are remote, and some require travel.

**Team: Early Childhood Advisory Council**

The SC Early Childhood Advisory Council is a collaborative body representing the state's early childhood system. Established in state statute, the Early Childhood Advisory Council includes the directors of state agencies, elected officials, state-level early childhood leaders, members of the business and medical communities, parents, and early childhood educators. The Early Childhood Advisory Council is housed within South Carolina First Steps, the state's dedicated early childhood agency. The Early Childhood Advisory Council works together to ensure that South Carolina's children arrive at school ready to reach their highest potential, that the state's youngest children are healthy and safe, and that they are actively supported by their families and communities. The Two-Generation Coordinator is a new position in South Carolina state government funded by a federal Preschool Development Grant: Birth – Five.

**Position Description:**

The Two-Generation Coordinator, working from the vantage point of the SC Early Childhood Advisory Council, serves as South Carolina's lead for cross-agency, system-wide adoption of policies, programs



and approaches that benefit whole families, specifically young children and the adults in their lives. The Two-Gen Coordinator is responsible for establishing and supporting a Family Voice Council and developing feedback loops between families with young children and state government. The Two-Gen Coordinator is the project manager for First Five SC and Palmetto PreK. This role is embedded within SC First Steps, which facilitates the Early Childhood Advisory Council. This is a multi-year, temporary grant funded position that may be extended based on funding. The position will report to the Early Childhood Advisory Council Program Manager and will be based in Columbia, SC.

### **Responsibilities and Duties:**

#### **Family Voice**

- Establish and support a Family Voice Council, representing South Carolina families impacted by public programs serving young children and their families
- Collaborating with the Strategic Impact team, co-lead client feedback efforts between communities and government including Listen4Good, family-centered focus groups and surveying, and community listening tours.
- Develop and implement strategies that highlight the lived experiences of families with young children in South Carolina including policy briefs and other communications.
- Serve as a liaison between the Early Childhood Advisory Council and public entities that impact young children and their families, intentionally lifting up client and family voice and the two-gen impact of policies and programs on families.
- Develop and support opportunities for parents of young children to develop leadership skills and to serve on public boards and in other leadership capacities in their communities, including ensuring strong engagement of parents of young children on SC First Steps local and state boards and the SC Early Childhood Advisory Council board.

#### **Seamless Entry into Public Systems**

- Serve as the project lead for First Five SC, South Carolina's single portal and common application into publicly-funded programs and services that support young children and their families.
- Serve as the project lead for Palmetto PreK, South Carolina's single portal into publicly-funded Pre-K programs.

#### **Two-Generation State Leadership and Coordination**

- Serve as a resource for South Carolina First Steps, the SC Early Childhood Advisory Council and the state on Two-Generation strategies, policies, and programs that improve the lives of children and families.
- From the vantage point of the SC Early Childhood Advisory Council, coordinate statewide Two-Generation efforts, recognizing that the more coordinated and connected disparate actors and efforts are, the better the Two-Gen approach works.
- Lead Two-Gen Affinity Group and collaborative work focused on Two-Gen, whole family system-building within the Preschool Development Grant structure.



- Support agencies and public entities in identifying and responding to opportunities and challenges for applying a two-generation approach to their work.
- Coordinate, monitor and ensure the success of two-gen efforts outlined in the SC First Steps strategic plan and the SC Early Childhood State Strategic Plan.
- Support South Carolina First Steps in further integrating the two-generation approach into SC First Steps programs and strategies.
- Research and report on effective two-generation strategies in other states and share promising or innovative two-gen practices from South Carolina with stakeholders and system leaders in other states and nationally. Participate in two-gen learning communities.
- Support development and grant-making efforts focused on funding two-gen strategies.

**Qualifications:**

- Minimum of a Bachelor's Degree in a relevant field
- At least five years of relevant professional experience
- Experience managing projects at different stages of completeness, simultaneously
- Demonstrate cross-cultural competence and possess a commitment to equity
- Strong verbal and written communication skills
- Adept at technology including conceptualizing and articulating complex technical projects i.e. website and app development,
- Self-starter, able to work independently
- Must be able to exercise good judgement and discretion, be a positive team-player, and dedicated to the mission of First Steps and the ECAC
- Possess a valid driver's license, as some travel may be necessary

**Benefits:**

This position is eligible for a variety of benefits from a comprehensive health and dental insurance program and generous annual and sick leave policies, to a solid and secure retirement system. The State of South Carolina offers a competitive benefits program for state employees.

**To apply, submit your cover letter and resume to Avian Jones at [HR@scfirststeps.org](mailto:HR@scfirststeps.org)**