

# Job Vacancy Announcement

for

## Publication on the Early Childhood Project Job Board



### Job Information

Job Title: Technical Assistance Specialist - Northwest Region

Program Name: SPARK Learning Lab, MT

Location of Job: Flathead, Lake, Lincoln, Mineral, Missoula, Ravalli, and Sanders

Hours/week: 40 hours per week

Wage/Salary: Up to \$55k annually

### Job Description:

The Technical Assistance Specialist is responsible for providing key aspects of a tiered technical assistance approach by supporting providers through a cohort-based and/or individual services. The Technical Assistance Specialist provides support, both in-person and virtually, to programs who are seeking to improve quality and make progress towards their goals. They will coordinate closely with other staff, monitor reports and trends coming from various data systems to ensure that support is well-targeted and effective. The Technical Assistance Specialist will provide quality support services to all program types, to include tribal communities, as required by the State.

### Job Requirements

#### Education:

Bachelors degree in Early Childhood Education (ECE), Child Development or related field preferred.  
Level 4 or higher in the Montana Career Path, PDS II, and completion of all required state training and certifications.

#### Experience:

5 years of early care and education experience, and/or 2+ years of technical assistance experience. Experience in Montana strongly preferred  
Experience delivering professional development and coaching support (in-house within a childcare/early education program) or to other programs.

Other Requirements: Travel required locally or long-distance up to 30% of the time for work-related meetings and functions. Must have a valid driver's license and/or reliable transportation. Montana residency required.

### Application Requirements

#### Application Requirements:

[https://acelero.wd1.myworkdayjobs.com/ShineEarlyLearningCareers/job/MT---RemoteTravel/Technical-Assistance-Specialist---Northwest-Region\\_JR6039](https://acelero.wd1.myworkdayjobs.com/ShineEarlyLearningCareers/job/MT---RemoteTravel/Technical-Assistance-Specialist---Northwest-Region_JR6039)

Application Deadline: December 3rd, 2024

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**The Job Board is provided for informational purposes only. The Early Childhood Project does not endorse any particular ECE organization or guarantee job placement.**

**\*Please send completed form to [ecp@montana.edu](mailto:ecp@montana.edu)**