

Job Vacancy Announcement

for

Publication on the Early Childhood Project Job Board



Job Information

Job Title: Technical Assistance Manager (Eastern Region)

Program Name: SPARK Learning Lab, Montana

Location of Job: This position will serve the following counties - Blaine, Cascade, Chouteau, Daniels, Dawson, Fergus, Garfield, Glacier, Hill, Judith Basin, Liberty, McCone, Petroleum, Phillips, Pondera, Prairie, Richland, Roosevelt, Sheridan, Teton, Toole, Valley, Wibaux, Big Horn

Hours/week: 40hrs/week

Wage/Salary: up to \$67,000

Job Description:

The TA Manager is responsible for supervising a team of specialists to ensure that Technical Assistance is provided with quality and fidelity. The TA Manager builds and maintains a collaborative team of specialists and ensures consistency and continuous improvement in technical assistance practices. They will report to the Deputy Director to keep a clear line of communication on programmatic initiatives and related concerns between specialists across the state. The TA Manager also collaborates with other managers and their teams to share best practices, streamline the work, and develop and codify practices and protocols to best support providers.

Job Requirements

Education:

Bachelors degree in Early Childhood Development or related field preferred. Other combinations of education and related experience may also be considered
Level 6 or above in the Montana Career Path, PPS III, and completion of all required state trainings and certifications

Experience:

5 years experience in child care required, experience in Montana strongly preferred.
3+ years of center-based leadership experience and/or 2+ years of technical assistance experience required.
Experience teaching or providing technical assistance in an ECE classroom/program setting required.
Experience working with a variety of ECE programs types, including at a minimum, both family and group child care settings.
Experience developing, implementing, and/or participating in other ways in Licensing Support plans or Quality Improvement Action Plans

Other Requirements: Physical exam and background checks are required for this position. Travel required locally or long-distance up to 25% of the time for work-related meetings and functions. Must have a valid driver 's license and reliable transportation. Montana

Application Requirements

Application Requirements:

Application Deadline: November 11th, 2024

Contact Name: Aisling Toby

Contact Phone: 917-594-8189

Contact Email: aisling@shineearly.com

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**