



THE POWER OF CHANGE

Teacher Education Mentor

Early Childhood Education Department

333 Sheridan Ave, Albany, NY

ABOUT ALBANY COMMUNITY ACTION PARTNERSHIP:

Albany Community Action Partnership (ACAP) is a source of direct support for families who live in poverty in Albany, New York. The majority of program participants are from economically vulnerable families with incomes below 75% of the federal poverty threshold (or \$20,160 for a family of three - the average family size of ACAP's customer population). For 50 years ACAP has been providing a network of programs which serve the needs of children and families living in poverty.

Our prominent programs include: Early Head Start, Head Start, Energy Assistance and Weatherization, Assets for Independence, Career Pathways, Healthcare Opportunities Grant, and we support parents through Employment and Dress for Success. Through its programs, ACAP has created positive change in the lives of children and families in Albany, Cohoes and Wilton. ACAP embodies the spirit of hope, improving communities and making the Capital Region a better place.

RESPONSIBILITIES:

This is a management level position reporting to the Program Services Manager for Education. The Education Mentor will work collaboratively with teaching staff to provide effective, hands on training and one-on-one guidance for teaching staff on developmentally appropriate early childhood education curriculum implementation, classroom management and other early childhood education best practices. They will align practices with agency school readiness goals, curricula and other approaches to the professional development of teaching staff.

They are the mentor and coach to teaching staff and will help build and foster learning environment for staff by using a variety of adult pedagogical methods to include modelling best practices for teaching staff in the classroom and creating opportunities for kinetic learning. They will provide direct observation based on action plans or needs assessments, and use this assessment data to help teaching staff create action plans for professional development and assist in goal setting.

They will build and lead teaching staff cohorts to enable peers to create a group learning environment to share experiences, provide support and showcase best practices.

QUALIFICATIONS:

Bachelor's Degree in Early Childhood Education; or a Bachelor's Degree in a related field and 2-5 years of early childhood education teaching experience required. Good interpersonal & communication skills. Basic PC skills including database entry, word processing, and spreadsheet skills are required. May also be required to possess, and have ability to maintain a valid driver license. Adequate training in adult learning and using assessment data to drive coaching strategies is highly desired as well as an understanding of the process of change and assist others with their effective implementation and understanding of the need to change.

BENEFITS:

Health, Dental, and Vision Insurance; Vacation, Sick, and Personal Leave; Paid Holidays, Educational Assistance; 403(b) Plan

CLASSIFICATION / HOURS:

40 hours per week; \$20.11/hour commensurate on education and experience with the potential for increase based on performance.

APPLICATION PROCESS:

Please send a cover letter and a current resume to:
Albany Community Action Partnership, Human Resources
E-MAIL: HR@albanycap.org

Selected Candidates will be contacted for interview.

No Phone Calls Please

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