



## **POSITION PROFILE**

<b>POSITION:</b>	<b>Coordinator for Early Educator Excellence</b>
<b>ORGANIZATION:</b>	<b>Virginia Early Childhood Foundation (VECF)</b>
<b>LOCATION:</b>	<b>Richmond, Virginia offices of VECF or remote location</b>
<b>REPORTS TO:</b>	<b>VECF President</b>

## **ORGANIZATION BACKGROUND**

The Virginia Early Childhood Foundation is a statewide non-profit public-private partnership with the vision that every region in Virginia will ensure equitable opportunities for all families with young children to thrive. Its mission is to serve as the non-partisan steward of Virginia's promise for early childhood success. In partnership with key state agencies, VECF supports the work of local communities and regions in strengthening their early childhood systems. The Foundation provides competitive grants and technical assistance to local early childhood initiatives formed to build capacity and infrastructure in local communities for delivery of high-quality early childhood programs.

## **PRINCIPAL RESPONSIBILITIES**

This position manages efforts related to building a talented, diverse, and appropriately compensated early educator workforce, including but not limited to:

- Oversight of administration of Project Pathfinders scholarship program and maximization of its use to support the workforce, including through related efforts such as G3, apprenticeships, early childhood articulation agreements and higher education pathways, compensation strategies
- Support of the work of the School Readiness Committee and its charge to identify financing strategies that support an equitable early care and education system, including compensation strategies for the early educator workforce

Specific responsibilities include:

- Cultivate and develop partnerships with stakeholders such as higher education faculty and others relevant to upskilling initiatives
- Review and utilize data and research to assist in the development and implementation of Virginia's agenda in support of growing, retaining, and appropriately compensating the early educator workforce
- Report on progress of projects to relevant staff and funders according to established timelines
- Contribute to the development of improved policies and structures, and resources/materials

## **EXPERIENCE**

The position requires a deep interest and commitment to the goal for Virginia to build and sustain a talented, diverse early educator workforce. The ideal candidate will have:

- Post-secondary degree in early childhood education, public policy, or related field
- Minimum 3 to 5 years of progressive work experience in the education and/or human services field
- Working understanding of the ECE workforce, including current issues, and experience in Virginia's higher education and teacher licensure systems
- Content knowledge and strong research skills
- Ability to contribute to a team environment, collaborating closely with other staff and stakeholders while also being a self-starter
- Strong written and oral communication skills required; experience with public speaking
- Demonstrated commitment to equity and inclusion
- Outstanding organizational skills and ability to meet strict timeframes

*VECF is an equal opportunity employer and maintains a drug free workplace.*