



## Brazos Valley Community Action Programs

### EMPLOYMENT OPPORTUNITY

**Job Posting:**

**Posting Date:** 07.03.2018

**Title:** Educational Mentor

**Program:** Head Start

**Locations:** Head Start Central Office

**Salary:** \$ \$36360.00

**Job Brief:**

Educational Mentor is not a stand-alone teacher but an addition to the basic Head Start Education Component. The Educational Mentor assists and/or develops and updates classroom programs & procedures for the instructional outcomes, curriculum implementation, child assessment and cultural and linguistic responsiveness. The Educational Mentor will provide mentor coaching and overall support and follow-up to identified teaching staff on a regular basis; provide the direction needed to successfully teach and implement the assigned curriculum and practices which promote high quality learning and school readiness within established guidelines and standards. Provides on-site coaching for Early Head Start Teachers and Teacher Assistants. Conducts classroom and family home observations, demonstration lessons, provides feedback, discusses analysis of child outcome data and provides coaching/mentoring for teachers to improve teacher-child interactions and child outcomes toward school readiness. Assists and/or develops and updates classroom programs and procedures for the instructional outcomes, curriculum implementation, child assessment and cultural and linguistic responsiveness. Provides technical assistance to identified teaching staff and Center Directors. Responsible for analyzing data from the CLASS observation tool and support staff professional development through staff trainings designed to improve the use of evidence-based teaching practices.

**Required Education**

- Bachelor's Degree or Higher of Early Childhood and/or Interdisciplinary Studies degree with a Certificate in Early Childhood

**Required Skills**

- Effective interpersonal and communication skills
- Excellent written and verbal communication skills
- Ability to plan and organize and complete tasks on deadlines
- Attention to detail
- Ability to maintain professional demeanor in stressful situations
- Ability to work in a team environment

**Preferred Experience**

- 1-3 years of experience mentoring and training early childhood practitioners

**Preferred Skills**

- Bilingual

**License/Certification Required**

- Must pass a background/ driver's check required by Head Start standards

**Special Requirements**

- Must submit 4 peer review recommendations



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**BVCAP offers a well-rounded benefit package to all full-time regular employees who work 30+ hours a week. Eligibility may vary for specific programs based on your employment status.**

- \* Paid Time Off (PTO)
- \* Company Paid Holidays
- \* Company Paid Short Term and Long Term Disability
- \* Company Paid Life Insurance and AD&D
- \* PPO Medical Plan: We offer employees options when it comes to choosing a PPO medical plan that is right for them.
- \* Dental Plan
- \* Vision Plan
- \* Supplemental Insurance Coverage: Cancer, Critical Illness, Hospital Confinement & Accident
- \* 403B Retirement Plan Enrollment starts on your first day!

**An Equal Opportunity Employer**