



Head Start
Education Coach
Full Time

ADVOCAP, Inc., is a recognized leader in anti-poverty and self sufficiency programming. We are a private, nonprofit agency committed to creating opportunities for people and communities to reduce poverty.

ADVOCAP is seeking a talented and highly qualified candidate to become a Head Start Education Coach. Our Head Start Department has Centers in Fond du Lac and Green Lake Counties.

Responsibilities Include:

- Support education staff in classroom environments to identify areas of strength and need, set goals, reflective conferencing, and measure progress towards goals with staff.
- Conduct assessments of assigned classrooms, provide rich classroom assistance (substituting if needed), gather valuable data, and facilitate staff learning and achievement through positive and constructive feedback to enhance progress.
- Substitute teach in classroom on an as-needed basis.

Job Requirements:

- BS or BE in Education required
- Current teaching license required and/or Early Childhood/Four-Year Old Kindergarten licensing
- Bilingual in English/Spanish or English/Hmong is desired but not required
- Excellent communication skills and a sensitivity to the needs of low income families
- Will possess or obtain CLASS and TS GOLD Observation certifications
- Attention to detail and the ability to organize and coordinate multiple activities
- Drug screening, and fingerprinting for background check required

The full time position is for 40 hrs/wk and is a program year position with summers off.

Minorities and those with disabilities are encouraged to apply.

Starting wage is \$18.08 per hour. Benefits offered include: health, dental, vision, life, STD, vacation, sick and holiday pay, 401k option

Please submit resumes with cover letter to:

Human Resources, ADVOCAP, Inc.,
PO Box 1108, Fond du Lac, WI 54936-1108 OR
FAX 920-922-7214 OR Email <hr@advocap.org>

Responses received by **8/18/20** will receive preference.

<http://www.advocap.org/>

AA/EOE