



MISSISSIPPI  
DEPARTMENT OF  
EDUCATION

## CAREER OPPORTUNITY

### **EDUCATION PROGRAM DEVELOPMENT TEAM LEAD (PROFESSIONAL LEARNING SPECIALIST) OFFICE OF EARLY CHILDHOOD NON-STATE; TIME LIMITED**

**Salary Range: \$56,346.00 - \$84,603.00**

Salary will be negotiable and commensurate with experience.

#### **RESPONSIBILITIES:**

The Professional Learning Specialist (PLS) will provide services on behalf of the Mississippi Department of Education's (MDE) Office of Early Childhood (OEC) by supporting the implementation of high-quality early childhood education efforts. The PLS will develop, create, and deliver professional learning offerings throughout the state as determined but focused on developmentally appropriate practices, the Comprehensive Early Learning Assessment/Screening tool (CELA), Early Learning Standards and the Early Learning Guidelines to address the 15 hours annually for teachers. The incumbent will be trained and become reliable in CLASS.

It is preferable the incumbent have:

- A positive outlook for the field of early childhood education in the state.
- Knowledge and expertise of training development.
- Presentation delivery that is innovative and appealing to audiences.
- The ability to convey and deliver training content to a diverse group of educators.
- Knowledge surrounding the field of early childhood education.
- Knowledge of developmentally appropriate practices.
- Diverse work experiences and a background in early childhood through second grade.
- Knowledge and ability to maneuver through web-based early learning data systems.
- Knowledge of the classroom assessment scoring system (CLASS).
- Excellent writing and organization skills, an eye for detail and self-motivation, a vision to be a team player.
- Fluent and accurate data entry in Excel/Word/Power Point (email, spreadsheets, and databases).
- The ability to take direction and advice from leadership in a professional manner.
- The ability to effectively and accurately communicate via phone, text, or email.
- Three (3) years' experience of working independently without a manager on-site.

#### **SPECIAL QUALIFICATIONS:**

The preferred candidate should hold the following credentials:

- Applicants must have a Bachelor's degree in Early Childhood or Education.
- Five (5) years' experience of developing and delivering professional learning.
- Three (3) years of experience providing on-site technical assistance to early childhood classrooms.

#### **EXPERIENCE/EDUCATION REQUIREMENTS:**

Typically requires a relevant Master's Degree, may require certification, and 4+ years of experience.



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359 North West Street | Jackson, MS | 39205-0771 | Hinds County | mdek12.org  
Mississippi Department of Education is an Equal Opportunity Employer

## APPLY

- Visit [Mississippi State Personnel Board](#) to apply
- Deadline: July 1, 2024

## BENEFITS

- [mdek12.org/OHR/MDE-Employee-Benefits](https://mdek12.org/OHR/MDE-Employee-Benefits)

## INQUIRIES

- Dr. Jill Dent  
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601-359-2932

