



CONTRACT CAREER OPPORTUNITY

EARLY CHILDHOOD SPECIAL EDUCATION COACH- NORTH OFFICE OF EARLY CHILDHOOD EDUCATION

Salary Range: \$36.00 HOURLY RATE

Salary will be negotiable and commensurate with experience.

RESPONSIBILITIES:

The Early Childhood Special Education Coaches (ECSEC) will provide services on behalf of the Mississippi Department of Education's (MDE) Office of Early Childhood (OEC) by supporting the implementation of the Early Learning Collaboratives and the expansion of early childhood education efforts specifically for young children with disabilities in North Mississippi in the following counties: Tunica, Desoto, Marshall, Benton, Tippah, Alcorn, Tishomingo, Coahoma, Quitman, Panola, Tate, Lafayette, Union, Prentiss, Itawamba, Bolivar, Sunflower, Tallahatchie, Yalobusha, Calhoun, Chickasaw, Monroe, Leflore, Grenada, Carroll, Montgomery, Webster, Clay, Oktibbeha, Lowndes, Lee, Pontotoc, Choctaw, Washington, Humphreys, Holmes, Winston, Noxubee, Issaquena, Sharkey, and Yazoo. The ECSEC will provide a non-threatening, open, professional, collaborative work relationship while modeling effective early childhood teaching and family engagement strategies and support and conduct training for pre-k teachers and administrators in schools, Head Start centers, and childcare centers. The ECSEC will be required to identify and document needs within a web-based early learning system to develop quality improvement plans, communicate the impact of developmentally appropriate practices, and support the utilization of the Classroom Assessment Scoring System (CLASS) tool to effectively ensure school success. The ECSEC will be trained and reach reliability of the Classroom Assessment Scoring System (CLASS) tool.

SPECIAL QUALIFICATIONS:

The preferred candidate should have:

- Knowledge of developmentally appropriate practices.
- Knowledge of best practices for students with disabilities.
- Knowledge of the Individuals with Disabilities Education Act (IDEA).
- Experience in early childhood special education, specifically pre-kindergarten through second grade with appropriate teaching license.
- Experience leading others in a collaborative process.
- Successful experience facilitating adult learning to a diverse group of educators and delivering professional development specific to early childhood education (e.g., professional development feedback, surveys, letters, etc.).
- Experience providing positive, effective feedback about instruction to educators.
- Knowledge of Classroom Assessment Scoring System (CLASS).
- Knowledge of and ability to maneuver through web-based early learning data systems.
- Organizational skills, an eye for detail, self-motivation, and a vision to be a team player.
- Fluent in Excel/Word/PowerPoint/Outlook.
- The ability to take direction and advice from leadership in a professional manner.
- The ability to complete assigned tasks and manage time independently.
- The ability to communicate via phone and email effectively and accurately.
- The ability to travel on a daily basis.

EXPERIENCE/EDUCATION REQUIREMENTS:

The preferred candidate should hold the following credentials:

- Bachelor’s degree in Early Intervention or Special Education.
- Three (3) years of experience providing on-site technical assistance to early childhood classrooms.
- Three (3) years of experience in the classroom as a special educator.
- Three (3) years of experience working with children birth – second grade.


APPLICATION PROCESS:

Applications must be submitted by email to HRContractApps@mdek12.org. Please include in the subject line of the email, “Early Childhood Special Education Coach- North.” The following documents must be submitted:

- A completed [MDE Application Form](#)
- Three (3) Professional References

The deadline for applicants to apply is May 20, 2025.

INQUIRIES



- Jill Dent
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601-359-2932

