



Early Learning Project Specialist (2 Specialist positions, 1 requires bilingual Spanish)

Department: The Research Institute (TRI)
Recruitment #: S1922
Application Deadline: Review begins immediately. Position open until filled.
Salary Range: \$52,000 - \$74,000
Benefits:

Western Oregon University's offers an excellent benefits package for eligible employees which includes 95% premium paid healthcare, a generous retirement and vacation package, and reduced tuition rates at any of the Oregon Public Universities for employee, spouse or dependent. <http://www.wou.edu/hr/benefits/>

Department / Center / Job Summary:

The Research Institute (TRI) houses four Centers focused on informing and facilitating change in educational and human service systems to improve the quality of life for all individuals. Funded through external grants and contracts, the Centers conduct programs of research, develop evidence-based interventions that are provided through technical assistance and professional development, and increase system capacity to effect change. TRI was established in 1961 at Western Oregon University (WOU) and has research partnerships throughout Oregon and the nation. <http://triwou.org/>

These positions participate as a member of a collaborative team working on the Spark/Child Care Resource and Referral (CCR&R) project within TRI's Center on Early Learning and Youth Development (CELYD). CELYD works to improve the quality care and education available to all children and their families in order to promote optimal development and full inclusion in their family, community, and society. <http://triwou.org/centers/overview/celyd>

We have two (2) Early Learning Project Specialist positions available, one (1) requires a proficiency in the Spanish language.** The other position has a preferred qualification of proficiency in Russian, Vietnamese or Chinese. These positions are grant funded and appointments are renewed through an annual Notice of Appointment, dependent upon satisfactory job performance, continuing project needs, and/or available funding.

The Center on Early Learning is dedicated to recruiting and hiring from a diverse pool of candidates. Candidates from diverse racial and ethnic backgrounds are encouraged to apply.

These positions provide a continuum of services and products across the Spark and CCR&R system in Oregon. These positions work at the state system level which requires not only a background in early learning and/or youth development, but also an ability to navigate change, emergent needs, and the expectations of system work. The specialists support work in systems change and alignment and are expected to provide culturally responsive services. The Early Learning Project Specialists are expected to provide culturally responsive services, cultivate equitable practices across all aspects of position duties and participate and engage in efforts to further develop and implement CELYD's equity work plan and goals.

We are not considering candidates who require Visa sponsorship support. Additionally, the university typically only considers visa support for employees placed in specialized positions that are continuing regular university appointments.

Minimum Qualifications:

- Bachelor's degree in Early Childhood Education or related field **OR**
 - A combination of childhood care and education training/education/certification **AND** a minimum of five (5) years of relevant professional work experience
- Minimum of three (3) years of professional work experience in childhood care and education (birth to age 12)) **and/or** other relevant experience such as home visiting, state or federal government, CCR&R, human/social services, assessment work, or child care licensing

- Proficient oral and written communication skills and the ability to communicate with a wide variety of individuals and groups from diverse backgrounds
- Ability to work independently and as a member of a team, as well as the ability to be flexible and adapt to changes and emergent needs
- Ability to apply system thinking and pay attention to detail
- *****Proficient oral and written communication skills in Spanish/English are required for the one available bilingual positions. Please address this in your cover letter if you would like to be considered for a bilingual position.***

Preferred Qualifications:

- Master's degree in Early Childhood Education, or related
- Five (5) or more years in early childhood or related field work experience
- Experience with translation and/or interpretation
- Experience using program/classroom/staff observation tools and providing feedback
- Bicultural or multicultural
- Experience working with child care quality standards and quality rating and improvement systems
- Proficient oral and written communication skills in Russian, Chinese, or Vietnamese
- Experience in adult education and providing professional development
- Experience coaching, consulting, or providing technical assistance
- Experience in the development of curricula, training materials and/or publications

*****A criminal background check will be required as a condition of employment***

Application Instructions:

You may submit all materials online at www.wou.edu/prostaffapp

Required application materials (PDF preferred):

1. WOU Employment Application available at www.wou.edu/prostaffapp
2. Letter of application that addresses each qualification of the position. In addition, include how your experience, education, and/or training might help us build a more inclusive, collaborative, and diverse community
3. Resume
4. Contact information for three references
5. Copy of unofficial transcripts for highest degree earned

As an alternative, you may also submit application materials to:

S1922, Early Learning Project Specialist, Human Resources, Western Oregon University, 345 Monmouth Ave N, Monmouth, OR 97361; OR E-mail to employment@wou.edu; OR fax to: 503-838-8144

Western Oregon University (WOU) is a mid-sized public comprehensive university located in the heart of Oregon's lush Willamette Valley. The university serves a large number of first-generation college students. WOU has received national recognition for its commitment and success in serving students. The campus is about 20 minutes from Salem, the state's capital, about 75 minutes from Portland, the state's cultural hub, and a short drive from the Oregon coast, mountains, and other scenic areas. The university is located in an increasingly diverse, bilingual, and rural area in the Willamette Valley. Our student body of about 4800 undergraduate and 600 graduate students enjoys a vibrant and close-knit intellectual community.

Western Oregon University is an AA/EOE/Veteran/Disability employer and is committed to fostering diversity in its student body, faculty, and staff.