



## Bilingual Spanish Spark Assessor (2 total positions available)

**Department:** The Research Institute (TRI)  
**Recruitment #:** S1962  
**Application Deadline:** Review begins immediately. Position open until filled.  
**Salary Range:** \$50,000 - \$68,000  
**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) Spark Assessor positions available, one in the Central Oregon region and one in the Southern Oregon region\*\*. These positions are grant funded and the 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.***

The purpose of these positions is to provide Spark Assessments using the Environmental Rating Scales (ERS) suite of tools, including on-site observations in early learning and out-of-school time programs, scoring and report writing. The Spark Assessors provide trainings and technical assistance to early learning and youth development professionals in Oregon. The Spark Assessors 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.

### Special Working Conditions:

The Spark Assessors will be assigned a primary service area but will also be expected to travel statewide to perform assessments and provide trainings. These positions require very frequent in-state travel, occasional out-of-state travel and semi-frequent night and weekend work. Due to the amount of travel, the successful candidate must successfully complete the WOU Driver's Authorization, maintain an acceptable driving record, and have reliable transportation.

**\*\*Please indicate in your cover letter which area/s you would be willing to have as your off-site duty station (map included). The areas are as follows: 1) Central 2) Southern**

***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, CCR&R, human/social services, assessment work, or child care licensing
- Proficient oral and written communication skills in Spanish/English
- Ability to become a reliable ERS Assessor within six (6) months of hire and maintain reliability
- Proficient oral and written communication skills and the ability to communicate with a wide variety of individuals and groups from diverse backgrounds
- Ability to take initiative and work independently, as well as the ability to be flexible and adapt to changes and emergent needs
- Strong organizational skills, attention to detail, and ability to manage a variety of tasks

### 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 using program/classroom/staff observation tools and providing feedback
- Current ERS reliability in one or more tools
- Bicultural or multicultural
- Experience working with child care quality standards and quality rating and improvement systems
- Proficient oral and written communication skills in Spanish, Russian, Chinese, or Vietnamese
- Experience in adult education and providing professional development
- Experience coaching, consulting, or providing technical assistance.

**\*\*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](http://www.wou.edu/prostaffapp)

Required application materials (PDF preferred):

1. WOU Employment Application available at [www.wou.edu/prostaffapp](http://www.wou.edu/prostaffapp)
2. Letter of application that addresses each qualification of the position. ***\*\*Please indicate your preference for off-site duty station (Central or Southern Oregon).*** 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

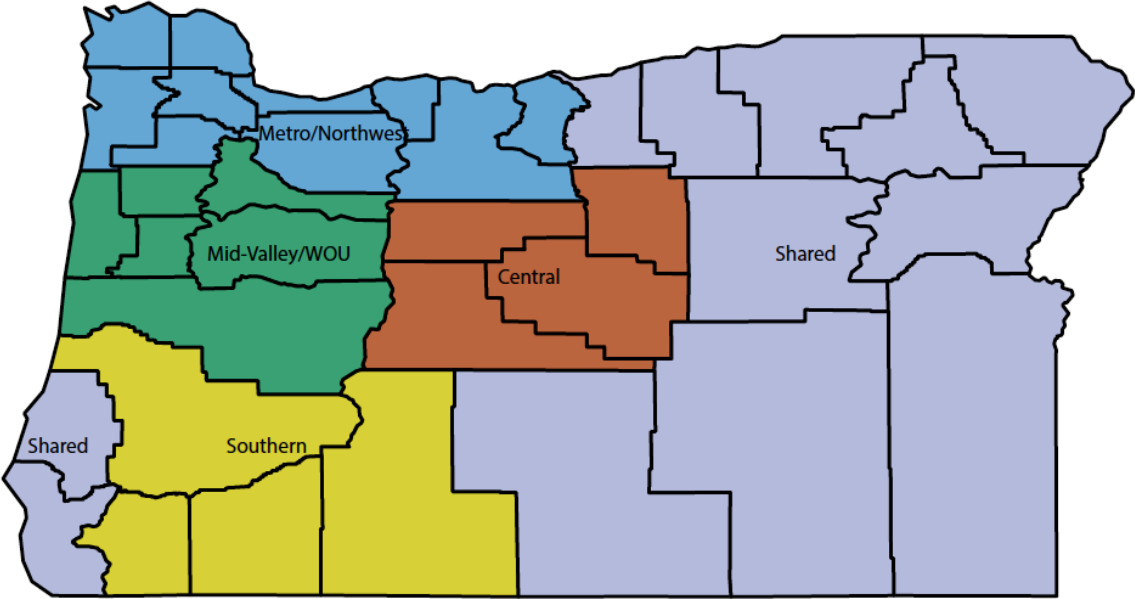
**As an alternative, you may also submit application materials to:**

**S1962, Spark Assessor**, Human Resources, Western Oregon University, 345 Monmouth Ave N, Monmouth, OR 97361; OR E-mail to [employment@wou.edu](mailto: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.**

# Spark Assessor Service Area Map



## Key to Service Areas:

-  Metro/Northwest
-  Mid-Valley/WOU
-  Central
-  Southern
-  Shared (Spark Assessors will share Assessor duties in these areas)