

Coaching Opportunity with ARCQE!

What: The Alberta Resource Centre for Quality Enhancement (ARCQE) is pleased to share news of expanding Coaching opportunities for contractors interested in supporting various emerging early learning & care projects and service initiatives delivered by ARCQE in the coming year. To ensure that ARCQE is better able to meet evolving needs within the sector the organization is currently seeking engagement of additional qualified contractors to act as leaders and key contacts for ARCQE in supporting licensed programs and agencies across Alberta.

Who & When: As an organization focused on building capacity and supporting quality for programs serving children from birth to 12 years of age. ARCQE is currently looking to enlist highly skilled and experienced early learning contractors in all geographical-regions across Alberta. **Candidates should have extensive experience and knowledge of best practice, strong relationship building capability and expertise in the areas of childcare, family childcare, preschool, and out-of-school care programs. They should be connected to their communities and subsequent resources. They should be culturally sensitive with a commitment to inclusion and possess strong oral and written communication skills.**

Qualifications:

- Post-secondary education in Early Learning & Care or related, applicable field (minimum 2-year diploma or equivalent from public post-secondary institution).
- Require commitment to best practice and must possess provincial Level III Staff Qualifications Certificate
- Minimum 5 years working in the childcare field post credential
- Oral and written communication skills required
- Proficiency with computer skills preferred.

Contract responsibilities may include but not be limited to:

- Attending annual contractor orientation, project trainings and professional learning events throughout the year to guide service delivery of various initiatives.
- Supporting program/agency goals relating to best practice in areas of childcare regulation, child development, pedagogical leadership and/or administrative support needs.
- Ability to provide site-specific support to Child Care, FC, preschools & OSC programs; minimally 4-6 hours a month per program, including some planning & preparation time (may involve travel and virtual support)
- Ability to support individual educators, program leaders, and sites with facilitation of professional learning sessions or reflective practice dialogue focused on topics relating to the support services related to their early learning practice.
- Facilitating collaborative community relationships and networking strategies in support of quality services for children and families.
- Ability to support uploading of information and/or program documentation from coach visits to the ARCQE database.

As a potential contractor, we are also looking for early learning coaches who may be able to serve a minimum of three or more programs/year pending location throughout the 2022 – 2023 contract year with possibility of renewal and/or extension, based on caseload review and ongoing provincial priorities.

Where: Involvement of being a coach with ARCQE is province-wide, pending where childcare, family childcare, and out-of-school care programs are situated. All early learning coaches may be paired with one or more sites as geographical location dictates, and contractor availability depends on location. Early

learning coaches will schedule monthly onsite support visits through a blend of onsite visits and virtual connections when required. Approved travel-related costs to facilitate site-specific practice engagement of rural/remote sites will also be made available. (*Parameters of travel support will be further outlined once coaches have been determined and matched to sites and travel distance subsequently calculated*).

How to apply: Those interested in the possibility of contracting as an Early Learning Coach with ARCQE are asked to submit a formal “Letter of Expressed Interest”, Resume and 3 professional supporting references that speak to the following:

- *Availability* to meet the time commitment and contract expectations and responsibilities throughout the year as outlined.
- *Specific Interest:* Share with us prior involvement and related experience you have had in supporting childcare regulations, developmental screening, cultural diversity, pedagogical leadership or coaching/mentoring educators and programs that speak to skills and expertise you bring to the support role.
- *Qualifications:* relating to specific educational background and experience areas within the sector (i.e., center-based care, family child care, preschool, out of school care, child care administration, academic instruction, and research-related work, related project work)
- *Commitment to ongoing professional learning* and evidence of ongoing professional engagement and knowledge building relating to practice trends and early learning and care research. (i.e., membership, Conferences, engagement in regional and community groups, etc.)
- *Leadership skills:* as a facilitator, relationship-based practice skills, confidence with public speaking and presentations, strong communication and writing skills, and good critical thinking skills.

Desired start date: June 2022

Contract Remuneration: This is a contract position with varies remuneration rates based on contract or Fee for Service work which would be reviewed with those selected for interviews.

For further information about this contract opportunity, please remit questions and applications in care to Alison Rinas at alison.rinas@gmail.com no later than May 23rd, 2022.

Only successful candidates will be contacted. Thank you in advance for your interest!