

CHARTER OAK STATE COLLEGE
JOB OPPORTUNITY
COORDINATOR/INSTRUCTOR, ALTERNATIVE ROUTE TO CERTIFICATION
IN EARLY CHILDHOOD EDUCATION AND ECTC MOA ADMINISTRATOR
FULL TIME TEMPORARY GRANT-FUNDED UNTIL 6/30/13
UNIT IF APPROPRIATE

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: The Public

Location: 55 Paul J. Manafort Drive, New Britain, CT 06053

Hours:

Salary: \$57,692 FT Temporary, grant-funded until 6/30/2013

Closing Date: September 24, 2012

General Knowledge: Knowledge of NAEYC competencies; early childhood care delivery systems; and early childhood degree programs; must possess strong organizational, oral and written communication and computer skills.

Preferred Skills and Ability: Experience teaching in an early childhood certification program preferred. Must possess strong organizational, oral, and written communication and computer skills.

Special Knowledge: Knowledge of NAEYC competencies, early childhood care delivery systems, and early childhood degree programs.

Position Summary: The coordinator will administer the Alternate Route to Early Childhood Education program (1/4 time) and the ECTC MOA funded by SBE (3/4 time). For the ECE/ARC, recruit and select students; coordinate internship placements; recommend teaching faculty; coordinate the updating of curriculum; coordinate the evaluation of the program, including program outcomes and employer evaluations; and coordinates meetings of policy/advisory committee. For the MOA: administers MOA; hires and trains reviewers; develops scoring rubrics and reliability process; coordinates the development of an online course on the ECTC process; coordinates and develops online course on the ECTC process.

Special Experience: Minimum three (3) years of college teaching experience in early childhood, special education, or human growth and development.

Substitution Allowed: N/A

Eligibility Requirement: Master's degree required, Ph.D. preferred and minimum of three (3) years of college teaching experience in early childhood, special education, or human growth and development; experience teaching in an early childhood certification program preferred.

Interested and qualified candidates who meet the above requirements should submit a cover letter and resume at www.chateroak.edu/AboutUs/Employment by 9/24/12. No phone calls please.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.