



Early Childhood Coach – Job Description

Position Summary

The Early Childhood Coach supports teachers in strengthening their instructional practice and improving classroom quality through coaching, observation, feedback, and professional learning. The role partners with teaching teams to apply early childhood best practices, use data and reflection to guide improvement, and create engaging, inclusive learning environments for children.

Organizational Culture & Values

Our organization is grounded in the values of **teamwork, respect, integrity, inclusion and belonging, and impact**. The Early Childhood Coach embodies these values by building trusting relationships, communicating with honesty and empathy, and creating a culture where adults feel respected, supported, challenged, and empowered to grow. The Coach approaches educators as capable professionals and uses curiosity, reflection, and culturally responsive communication to support meaningful growth.

Key Responsibilities

Instructional Coaching & Professional Growth

- Provide individualized coaching and support to early childhood educators through observation, reflection, feedback, modeling, and collaborative goal-setting (Practice-based coaching).
- Build trusting, professional relationships with educators while maintaining clear expectations for high-quality practice.
- Help educators identify strengths, recognize areas for improvement, and develop practical strategies for continued growth.
- Support educators in setting professional goals and monitoring progress toward those goals.
- Use coaching conversations to encourage reflection, critical thinking, and ownership of professional growth.
- Model effective teaching practices and provide hands-on support when appropriate.
- Communicate difficult or challenging feedback with honesty, respect, and empathy.
- Partner with supervisors and program leaders when additional support, accountability, or intervention is needed.

Early Childhood Practice & Curriculum

- Apply a strong understanding of early childhood development to coaching and instructional support.
- Support implementation of developmentally appropriate, inclusive, and culturally responsive teaching practices.
- Provide guidance related to curriculum, classroom environments, interactions, behavior support, and child development.
- Support effective implementation of tools and frameworks such as CLASS, the Pyramid Model, and Creative Curriculum.
- Stay current on research, best practices, and emerging approaches in early childhood education.

Adult Learning & Professional Development

- Apply adult learning principles to design and facilitate meaningful professional learning experiences.
- Adapt coaching approaches to different learning styles, levels of experience, strengths, and areas of need.
- Facilitate reflective conversations that help educators connect new knowledge to their daily practice.
- Support professional development that is practical, relevant, and connected to classroom experiences.
- Collaborate with leadership to identify common professional learning needs and opportunities across programs.

Relationships, Culture & Collaboration

- Build respectful and trusting relationships with educators across classrooms and programs.
- Communicate in ways that reflect the organization's Culture rubric and values of respect, inclusion, belonging, and teamwork.
- Approach adults as capable professionals while providing the support, challenge, and accountability needed for growth.
- Demonstrate cultural humility and curiosity when working with people whose experiences, perspectives, and backgrounds differ from their own.
- Collaborate effectively with teachers, supervisors, specialists, and program leaders to support consistent, high-quality practice.
- Maintain appropriate confidentiality and professional boundaries in all coaching relationships.

Program Quality & Continuous Improvement

- Partner with Teaching & Learning leadership and site-based supervisors to strengthen classroom quality and educator practice.
- Contribute to organization-wide efforts to improve program quality and outcomes for children and families.
- Identify trends and opportunities for improvement and share observations and recommendations with appropriate leaders.
- Participate in program initiatives, meetings, and professional learning opportunities that advance organizational goals.

Qualifications

- Bachelor's degree in Early Childhood Education, Education, Child Development, or a related field preferred.
- Significant experience teaching in an early childhood classroom.
- Strong understanding of early childhood development and developmentally appropriate practice.
- Understanding of adult learning principles and experience supporting the professional growth of adults.
- Demonstrated ability to give clear, respectful, and actionable feedback, including addressing difficult or sensitive issues.
- Strong observation, communication, reflection, and relationship-building skills.
- Experience with CLASS, Pyramid Model, Creative Curriculum, or other early childhood quality and curriculum frameworks preferred.
- Bilingual skills preferred.
- Commitment to culturally responsive practice, inclusion and belonging.

Core Competencies

Early Childhood Development & Pedagogy • Instructional Coaching, Feedback & Accountability • Adult Learning & Professional Development • Observation, Reflection & Continuous Improvement • Relationship Building & Communication • Culturally Responsive Practice

Reporting Structure

Reports to: Teaching & Learning Manager

Supervises: None