



Northcoast Children's Services

P.O. Box 1165, Arcata, CA 95518 ~ Phone: (707) 822-7206 ~ (800) 808-7206
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Northcoast Children's Services

Head Start/Early Head Start

EARLY INTERVENTION COORDINATOR

Under the supervision of the Child Services Director, the Early Intervention Coordinator will support classrooms implementing the Teaching Pyramid framework through support, coaching, and behavior planning. This position requires the ability to travel throughout the county and work with a variety of staff to provide quality services to children that encourage healthy social-emotional development and a high-quality classroom environment. This is a non-exempt position.

Responsibilities:

- Provide direct support and coaching to classroom staff in the teaching pyramid framework to support implementation at the classroom level and individual staff professional development.
- Provide ongoing support and coaching to classroom staff in supporting children with IEPs and those exhibiting challenging behaviors
- Assist classroom staff in planning individualized learning opportunities for children that support their IEP/IFSP and/or behavior plan,
- Support teaching staff in building relationships with challenging children, modifying the classroom environment, and teaching children social-emotional skills.
- Assist in the creation of individualized visual supports for teachers to use in the classroom (e.g. visuals schedules and social stories that assist children in meeting expectations, following rules, expressing emotions, problem-solving strategies and self-regulation). This includes modeling and coaching on the implementation of these supports in the daily routine.
- Support teachers in individualizing goals, strategies, and visuals to support children with developmental delays or disabilities identified in the child's IEP/IFSP.
- Model strategies from the Teaching Pyramid Model Social-Emotional Frameworks
- Assess classroom implementation of Teaching Pyramid practices
- Assist in writing behavior plans for individual children
- Lead Child Study Teams
- Attend IEPs as needed to support families and staff in securing appropriate services and for the planning of transitions to other programs
- Record and analyze data relating to children's behavior and skill-building.

- Meet monthly with Regional Supervisors and teaching teams to assess progress in Teaching Pyramid implementation, provide feedback, and identify areas of desired improvement or additional support needed.
- Document coaching plans and activities including goal setting, progress in meeting goals and identifying trends with the Education team and management
- Support teaching staff in determining if a referral to mental health is appropriate based on a combination of ASQ-SE under score and concerns of parent, teachers or other service providers
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Requirements

- Associate degree required; bachelor's degree preferred.
- Training as a Teaching Pyramid Coach or willingness to be trained at the next available training date.
- 3-5 years of experience working in a licensed preschool center in California with a preference for Head Start experience
- Experience in working with children with special needs and challenging behaviors

Physical Requirements

1. Must successfully complete a health screening and provide proof of the absence of TB no later than 7 days following the date of hire.

Health and Safety Training Requirements

1. Must have a current Criminal Record Clearance with current Child Abuse Index Check in file with Community Care Licensing or provide fingerprints and a Child Abuse Index Check prior to the first day of work in order to obtain a Criminal Record Clearance from the Department of Justice.