

**Hernando County School Board
Florida**

FLSA: Exempt, Union

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| Early Learning Specialist |
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Required Qualifications:

- Bachelor's Degree from an accredited college or university
- Hold a valid Florida teaching certificate in Pre-Kindergarten/Primary Education or Preschool Education
- Experience with Florida's Voluntary Pre-Kindergarten (VPK) reporting portal through the Early Learning Coalition

Desired Qualifications:

- Master's Degree in Education or related field
- Experience with early childhood education, standards, and assessments

Performance Responsibilities:

- Collaborate with district and site administration, parents, and community stakeholders to establish and implement standards-based curriculum, screening, assessment, and instructional programs
- Provide support to align curriculum, instruction, assessment and school-readiness outcomes to the District strategic plan, state standards, and federal requirements
- Oversee the registration and reporting requirements for Florida's VPK program in collaboration with district leaders
- Collect and report data as required by federal, state, and local guidelines
- Regularly communicate with the Office of Early Learning and the local Early Learning Coalition, and disseminate those communications with administrators and pre-kindergarten teachers and assistants
- Provide support to classrooms
- Evaluate assessment and attendance data to guide programmatic decisions
- Assume flexible working hours
- Other duties as assigned by the Supervisor of Elementary and ELA Programs or designee

Physical Demands:

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the Supervisor of Elementary and ELA Programs or designee

Evaluation:

Annual evaluation done by the Supervisor of Elementary and ELA Programs or designee

Terms of Employment:

- 10-month employment

Salary:

- Salary based upon approved salary schedule - Instructional

Job Code:

63103

Board Approved: 04/27/2021

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