



Alabama Quality STARS Specialist

State Classification: Education Specialist I (30122) or Human Services Program Coordinator (50520-262)

Job Description: The Alabama Quality STARS Specialist serves as a member of the team responsible for implementing the state Quality Rating and Improvement System (QRIS). Specialists are responsible for providing technical assistance and assessing program-level quality for childcare and early learning programs in center- and home-based facilities. The Specialist will assess existing strengths, identify areas for improvement, and consult with directors/owners/administrators to plan quality improvements.

The assignment area will primarily cover the northern region of the state (from Birmingham north), though travel to other areas of the state may be required.

Key Roles and Responsibilities:

- Obtain and maintain required certifications, including Infant-Toddler and Pre-K CLASS and NPPAS. Develop expertise in all tools utilized in STAR rating criteria.
- Communicate effectively with program staff and coworkers to schedule assessments, annual reviews, and technical assistance visits.
- Complete all aspects of assessment and technical assistance according to established timelines. Maintain documentation (digitally and physically) of all activity, including completed observations, recommendations, etc.
- Assess current practices for strengths and potential areas of improvement, collaborate to identify goals, prioritize needs, and communicate recommendations and feedback.
- Provide training to support and educate stakeholders, providers, and childcare staff on STAR rating criteria and best practices.
- Collaborate with team members to edit, review, and clarify components of the QRIS, including Alabama Quality STARS Guidelines, Best Practice Rubric, etc.

Minimum Qualifications:

- Eligible to be placed on the Education Specialist I (30122) or Human Services Program Coordinator (50520-262) state register
- Minimum of a bachelor's degree from an accredited college or university in an approved education specialty area

- Strong knowledge of birth to five early childhood education.
- Firsthand experience (teaching, coaching, etc.) in an early childhood (B-5) setting.

Preferred Qualifications:

- Master's degree and a degree in early childhood education or child development
- Certifications in Infant Toddler and/or Pre-K CLASS

To be eligible for hire, all qualified internal candidates must either already be in the same job code or apply through the State Personnel Department and be listed on the state register. All external applicants need to apply through the State Personnel Department and appear on the state register for this position. Visit personnel.alabama.gov to apply.

Please submit a letter of interest and a resume to Kellie Holcomb at kellie.holcomb@ece.alabama.gov.