



Triad Bright Futures, the Local Coordinating Organization (LCO) for Clear Creek, Gilpin and Jefferson Counties, is seeking a **Coordinator- Mountain Communities** to provide support to families, early childhood education providers, and family support programs as part of the Universal Preschool Colorado Program (UPK) and the Bright Futures Roadmap. The Coordinator will work with partners to ensure all families in the mountain communities of Gilpin, Clear Creek, and Western Jefferson counties have the support they need to promote their child's well-being for sustained success in school and life.

Organization Overview

A strong public-private partnership of Jefferson County community leaders launched [Jeffco's Bright Futures Roadmap](#) in 2019, a county-wide vision of improved outcomes for Jefferson County families with children prenatal to age eight. In 2022, these partners re-committed to the Roadmap and developed Triad Bright Futures to serve as the [early childhood local coordinating organization](#) for Jefferson, Clear Creek, and Gilpin counties.

Triad Bright Futures works to implement the four cornerstones defined in the Bright Futures Roadmap through engagement with community partners and stakeholders. Additionally, as the LCO, Triad Bright Futures coordinates the Colorado Universal Preschool Program (UPK) by supporting providers, growing capacity, and increasing access to a variety of high-quality early care and education options through a mixed-delivery system. Triad Bright Futures serves as a coordination partner and will not duplicate existing services or disrupt existing community programs including those provided by Triad Early Childhood Council.

Bright Futures Roadmap Cornerstones

1. Support providers, growing capacity, and increasing access to a variety of high-quality early care and education options that meet the needs of families through a mixed-delivery system.
2. Support families in their roles as children's first and most important teachers through an array of home visitation programs that meet diverse needs.
3. Strengthen access to mental health consultation in order to fully support families' social-emotional well-being.
4. Coordinate a robust screening, assessment, and referral system that addresses physical, social-emotional, behavioral, and social determinants of health.

Triad Bright Futures serves as an independent project supported by the [Colorado Statewide Parent Coalition](#) (CSPC) as fiscal sponsor. The Triad Bright Futures Coordinator- Mountain Communities is an employee of CSPC.

Job Summary and Responsibilities

The Coordinator - Mountain Communities will develop and support collaborations across the mountain communities to ensure all children and caregivers have equitable access to early childhood programs and services including those outlined in the four Roadmap Cornerstone areas (above). The Coordinator will serve as the liaison for mountain community families and service providers to the LCO.

- Develop strong working relationships with community members, state partners, county agencies, public school districts and community-based nonprofit organizations engaged in family outreach and support in the mountain communities.
- Conduct outreach to build relationships with: 1) stakeholders that can support UPK recruitment and enrollment (e.g. Triad Early Childhood Council, school districts, pediatricians, community health workers, faith leaders, etc.) and 2) stakeholders that can provide holistic family support (e.g. food, housing, healthcare, mental health, transportation, benefits, etc.)
- Collaborate with local partners to create an inclusive Mountain Communities Working Committee for implementation of the Bright Futures Roadmap and LCO-related activities and responsibilities. Convene stakeholders, develop action plans and identify goals and outcomes.

- Serve as a liaison between the mountain communities, Executive Director, and Triad Bright Futures Advisory Board to share successes, challenges, and troubleshoot solutions.
- Maintain understanding of UPK-related program requirements and processes; provide technical support for the BridgeCare online platform for UPK.
- In collaboration with the Executive Director, Navigator and community partners, develop and implement continuous quality improvement practices to monitor progress, outcomes and impact and adjust Bright Futures Roadmap strategies accordingly.
- Participate in Triad Early Childhood Council's Health in Early Childhood Collaborative and work plan.
- Identify preferred communication strategies for the mountain communities and provide clear and dependable updates and feedback loops.
- Partner closely with the Executive Director and communications team to create marketing, outreach, and training materials relevant to the mountain communities.

Required Knowledge and Skills

- Creative problem-solver, collaborator and team player with strong interpersonal and organizational skills. Ability to listen and build trust with community members.
- Experience managing projects with competing deadlines and priorities.
- Ability to work as part of a team and alone with minimal supervision.
- Ability to cultivate and maintain strong relationships across three counties and translate community ideas and solutions into actionable plans.
- Strong familiarity and comfort with technology, including Microsoft and Google suite. Experience with data management and reporting.
- Ability to work in a fast-paced, collaborative, often virtual work environment.
- Flexibility to work occasional evenings/ weekends.
- Familiarity with mountain community programs and services available to families strongly preferred.
- Significant experience with early childhood, health and/or education systems preferred.
- Commitment to anti-racism and equity; experience working with people or communities of diverse cultures and backgrounds.

Preferred Education and Experience

- A minimum of 3-5 years of early childhood or related professional experience working with families, caregivers and/or community members, preferably with knowledge of Gilpin, Clear Creek and/or Western Jefferson county.
- A degree in a field related to early childhood, human services, social work or equivalent work experience.
- Affinity for non-profit, community-based work environment.

Job Details

Full/Part Time Status: Full-time

Location: Remote. CSPC employees can work anywhere within the boundaries of the state of Colorado.

Travel Requirements: Travel required throughout Clear Creek, Gilpin and Western Jefferson Counties.

Compensation and Benefits

The expected salary range for this position is between \$55,000 to \$58,000, commensurate with experience. CSPC offers a competitive benefits package including medical and dental insurance, HSA, unlimited PTO, 403(b) retirement plan with employer match, ongoing professional development opportunities, childcare stipend, technology and home office stipend, computer and cell phone benefits.

Equal Opportunity

We are dedicated to equal employment opportunities, and we are committed to building and retaining a diverse team. CSPC is an equal opportunity employer committed to a diverse work environment. People of color, people with disabilities, people of diverse sexual orientations, gender expressions, and identities are encouraged to apply.

Values

CSPC and Triad Bright Futures believe strongly in building a workplace that provides everyone the opportunity to reach their full potential and thrive as both workers and people. To help achieve that goal, CSPC seeks to build a culture where:

- our team members have a sense of **belonging** by feeling physically, emotionally and psychologically safe and respected;
- the inherent **dignity** of each person is upheld and celebrated; and
- our policies and programs are rooted in **justice** by being restorative in nature and practice, and centered in community; and
- where everyone can practice **bravery** in the face of fear, experimentation, taking risks, and learning from mistakes.

Diversity and Inclusion Policy

Belonging, dignity, justice, and bravery also means centering the voices and experiences of marginalized people and we encourage all qualified candidates to apply and individuals to participate in our programs, including: women; Black, Indigenous, and people of color; immigrants and refugees; folks who are trans or nonbinary; people who are queer, lesbian, gay, or bisexual; Autistic and neurodivergent people; folks with visible or invisible disabilities; anyone from another historically marginalized group or anyone at the intersection of these groups. This policy does not preclude the Title VII protected classes.

To Apply

Interested applicants should email a single PDF file including:

1. Cover letter to explain why you want the job and what makes you well-suited for the role
2. Resume
3. List of three references with contact information

to Triad Bright Futures Executive Director Jennifer Anton (jennifer@triadbrightfutures.org) with the subject line "Triad Bright Futures Coordinator- Mountain Communities" by **March 7, 2023**.

These statements are intended to describe the general nature and level of work being performed and are not to be construed as an exhaustive list of responsibilities, duties, and skills required. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the Colorado Statewide Parents Coalition. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.