Framingham State University

Assistantship Job Description: Centers for Early Childhood Education (CECE)

The responsibilities of the CECE graduate assistant will include:

- Conduct research on providing early childhood education, specifically the benefits of providing universal pre-K, and report findings to the Framingham State University-Framingham Public School (FPS) Preschool Expansion Partnership (PEP), Framingham School Committee, City of Framingham, and other stakeholders
- Collaborate in the development of the program assessment of the preschool expansion program with the Framingham State University-Framingham Public School partnership to provide free/low cost pre-K to all four-year olds in Framingham. Program assessment will involve working with members of the CECE and FPS administrators, teachers, special education teachers/specialists, and other public organizations and agencies
- Identify the learning objectives of the preschool expansion program and work with the preschool directors and teachers at FSU and FPS to make sure pre-K curriculum represents the learning objectives
- Create a program assessment plan for the preschool expansion program to include all program stakeholders
- Collect and analyze results of the program assessment
- Report results of the program assessment to stakeholders (FSU, FPS, City of Framingham, state agencies, and other organizations and stakeholders)
- Develop a plan to use the program assessment findings for program improvement
- Create and implement outreach efforts for the CECE which will include updating and maintaining the CECE website, creating promotional materials, and providing outreach for the CECE in different languages that will enhance the CECE's participation in the preschool expansion program

OFFICE OF GRADUATE STUDIES
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