

## **QRIS Policy Director—Summary of Position**

**Position Summary:** Provides strategic direction to the implementation of the cross-system Quality Rating and Improvement System that includes all group-based Early Learning and Development Programs, including child care, Early Childhood Block Grant, and Head Start/Early Head Start programs. Leads the Interagency Project Team on QRIS implementation that includes staff from IDHS, ISBE, and DCFS. Works with Head Start Collaboration Office to ensure QRIS is effectively involving Head Start and Early Head Start programs.

Key responsibilities include:

- Developing, recommending, evaluating, and refining QRIS criteria in collaboration with the Early Learning Council
- Ensuring maximum possible coordination in monitoring processes across DCFS, ISBE, DHS, and federal Region V for programs that receive multiple funding streams
- Overseeing development and implementation of the branding and public awareness campaign for the QRIS, including the development of a statewide website and smartphone apps for parents to find early learning programs
- Overseeing the implementation of the application process for the multi-system QRIS, including the development of an efficient appeals process
- Overseeing development of resources for program improvement, including creation of online resources
- Developing, recommending, and implementing administrative policy and procedures for the distribution of quality enhancement grants and other supports to child care providers
- In collaboration with Workforce Development Policy Director, overseeing training and support of quality specialists serving early learning programs
- In collaboration with DHS, developing policies for distribution of quality enhancement grants and other supports to child care programs
- In collaboration with Data and Outcomes Manager, overseeing procurement and implementation of the validation study of the QRIS
- Participating, as appropriate, in committees or workgroups of the Early Learning Council, Child Care Advisory Council, and other state-level advisory groups
- Representing OECD and IDHS, as appropriate, in multi-state policy development workgroups

**Qualifications:** Master's Degree in Early Childhood Education or closely related field, or Master's Degree in Public Policy or Social Work with significant coursework in early childhood education/child development. Minimum 5 years experience in early childhood program or early childhood-related policy work.

**Reports to:** Director, Office of Early Childhood Development, Office of the Governor

Note: This position will be a Personal Services Contract administered through IDHS. As such, the position will not include benefits.

**For more information, contact Theresa Hawley at [Theresa.hawley@illinois.gov](mailto:Theresa.hawley@illinois.gov)**