

DIRECTOR OF EARLY CHILDHOOD – WALTER AMBROSE FAMILY CENTER 2021-22 SCHOOL YEAR

FLSA Status	Exempt
Work Calendar	260
Location	Walter Ambrose Family Center
Reports To	Superintendent
Minimum Starting Salary	\$112,626

Learn about the WAFC Preschool: [WAFC Preschool video](#)

Primary Objective:

To serve as a child-centered, equity-minded and forward-thinking leader for the Walter Ambrose Family Center Preschool, the FaCE program (Parent Education Program), and the K-5th grade Adventure Club Program (before and after-school care).

Essential Functions:

- Ensure that the best interests of children are “center” to all decision-making, along with an agreed upon vision, mission and set of beliefs
- Oversee the daily operations of the Walter Ambrose Family Center Preschool, FaCE Program and Adventure Club, which includes supporting specific leaders within those programs
- Hire, develop, supervise and demonstrate high levels of care for the WAFC staff, including the programmatic leaders of the Adventure Club and FaCE programs
- Support the co-creation and nurturing of physical and social environments where children are given the space, tools and support to construct their own knowledge
- Work in partnership with families to ensure children’s needs are met
- Work with program leaders and other staff to provide relevant and meaningful professional learning opportunities for staff
- Work with building and district leadership to establish and monitor the budgets for the WAFC programs
- Work with Special School District leadership staff to coordinate preschool programming and staff in support of children with IEPs
- Seek out and apply for grants in support of additional funding support
- Facilitate building walkthroughs or school visits from other schools, organizations, etc
- Collaborate with building and district administrators, community agencies, and state agencies
- Perform all other duties as assigned

Qualifications:

- Must have a minimum of a master’s degree
- Must meet the criteria of [DHSS-Childcare Licensing](#) standards
- Must have minimum experience of three (3) years in early childhood education

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