

Date Posted: August 4, 2017

Texas Head Start Association

JOB OPPORTUNITY POSTING

Job Title: Director of Early Childhood Education

Employer/ Agency: Baker Ripley formerly known as Neighborhood Centers Inc.

Job Description:

The Director of Early Childhood Education is a dedicated advocate of comprehensive early childhood education with proven skills in strength-based leadership. The Director is responsible for assuring Head Start program mandates and standards for excellence are maintained. This position develops the structure, systems and procedures to facilitate operations. In addition to operating responsibility for fiscal, legal, and programmatic aspects of the program, the Director bears the responsibility of assuring that the program is strategically positioned for the future. Success measures include strong strategic planning and communication skills, people development, and relationship building with both internal and external stakeholders.

Qualifications:

MINIMUM EDUCATION:

- Master's Degree desirable from an accredited college or university. Major in any of the following disciplines preferred: Education, Educational Administration, and Business Administration Management. If major is in a non-management discipline, must also have at least 24 semester units in administration or management or equivalent.
- Additional experience in administration may be substituted for required education on a year-to-year basis.

YEARS OF EXPERIENCE

Minimum 5-10 years of progressive more responsible management experience.

SKILLS:

- Direct experience in managing government funded programs is highly desirable.
- Ability to deal with conceptual matters.
- Ability to plan, organizes, allocate and control substantial resources.
- Ability to speak and write effectively.
- Good interpersonal skills.

LANGUAGE REQUIREMENTS:

Bilingual English/Spanish preferred but not required.

Salary: \$90,000- \$115,000

Send your resume and cover letter to:

Attn: Shania Wright, Manager of Talent Acquisition

E-mail Address: Swright1@BakerRipley.org

If your response to this job posting results in successful employment, please email THSA at webmaster@txhsa.org with the hiring details of your new job opportunity. Thank you