

Federated Preschool

Preschool Director Job Posting

612 W. State St, Sycamore, IL 60178

A full Job Description will be shared upon review of application with an invitation to interview.

Purpose:

In order to grow compassionate, successful, justice-oriented children, we believe it is necessary to create a play-based preschool learning environment that embraces and reflects the rich diversity of our world. With this in mind, the Federated Preschool is looking for a full-time Director who exhibits both a desire to impact each child's life and a passion for the holistic support of our preschool families, knowing that both are crucial for each child's development and flourishing. The Director will combine intercultural skills and experience with administrative capacities in order to lead, coordinate and further develop our highly regarded program.

Program Description:

The Federated Preschool is entering its 53rd year of serving our community with high quality, affordable, preschool education. The program itself welcomes people of all faiths and no faiths. At the same time, it is a ministry of The Federated Church, which generously supports it with beautiful, spacious facilities and human resources. At the start of the 2019-2020 school year, there were 106 students in our program. In the 2020-2021 school year, the program served 59 students, due to the Covid-19 pandemic. Like most programs, we anticipate our numbers falling somewhere in between these ranges for the 2021-2022 school year as families figure out what works best for them. The program staff consists of two staff per 16 children in each room.

Essential Job Functions:

The Director provides leadership to the program in the following areas:

- Program, Financial and Personnel Administration
- Program and staff supervision
- Curriculum development, implementation and evaluation
- Parental involvement and family support
- Preschool liaison with community preschools, organizations, and agencies

Position Requirements:

- Bachelors Degree in Early Childhood Education (ECE), Childhood Development (CHD), Family Social Services, or related field; *or* Associates Degree plus current enrollment in previously stated Bachelors Degree program
- Two years (3120 clock hours) of child development experience in a nursery school, preschool, kindergarten, or licensed day care center
- Proof of certification and licensure as determined by the Department of Children and Family Services
- Background check and fingerprinting

- Administrative experience preferred, but not required
- Curriculum development experience preferred, but not required
- Bilingual preferred, but not required

Hours and Compensation:

August-May: 35-40 hours/week

June-August: 20-25 hours/week

Starting Salary: \$34-37,000/year

Accountability:

Reports directly to the Pastor and receives support from church governance

Anticipated Start Date:

July 1, 2021

Review of Applications will begin Monday, May 17th. Please email the following information to office@fedsycamore.org with "Preschool Director Application" in the Subject Line:

- *Cover letter*
- *Resumé*
- *Official transcript*
- *Proof of DCFS certification*
- *Three written professional recommendations, who can also be contacted by phone*