

Crispus Attucks Association of York, PA Job Description

Position: Early Learning Center Director
Job Type: Full-time
Reports To: Crispus Attucks CEO

Description:

Crispus Attucks Association has an opening for a full-time Director for the Early Learning Center. Candidates must have a minimum of 5-7 years of experience as a Director with a Bachelor's degree in Early Childhood Education (preferred) or a related field. The Director is responsible for overseeing the overall operation of the Early Learning Center.

About Crispus Attucks Association:

Crispus Attucks Association is a nonprofit organization with more than 85 rich years of service in York County. Our mission is to provide education services, human services, community development, and affordable housing that enhance the quality of life for a diverse population.

About Crispus Attucks Early Learning Center:

Our nationally and state-accredited early education center has served families in York County for more than 75 years. The Early Learning Center is accredited by the National Association for the Education of Young Children and the PA Department of Welfare's Keystone STARS (4 Stars) Program.

Open year-round, 6:30am to 5:30pm, for children 3 months to 12 years old. We additionally offer a Pre-K Counts classroom that provides a free pre-kindergarten class to families living at or below 300% poverty level. The center's building was designed to specifically promote learning. It has a rooftop play area, dedicated art and music rooms, multi-purpose room, and 11 age-appropriate classrooms. Early intervention, along with quality programs and a genuine love for children, are some of the many ingredients in developing a child's mind at our center.

Qualifications and Skills:

- ❖ Candidates must have a minimum of 5-7 years of experience as a Director
- ❖ Bachelor's Degree in Early Childhood Education (preferred) or related field.
- ❖ Experience with and a working knowledge of NAEYC (National Association for the Education of Young Children), PA Keystone STARS, Pre-K Counts, and the CACFP Child and Adult Care Food Program.
- ❖ Strong verbal communication, excellent interpersonal and coaching skills.
- ❖ Proficiency with Microsoft Office and database software.
- ❖ Excellent writing, editing, analytical, and research skills.
- ❖ Self-motivated, highly organized.
- ❖ Current State Police, Child Abuse, and FBI Criminal Background checks required.

To apply, email cover letter, PA standard application/resume, and a copy of valid clearances to dkopecki@crispusattucks.org. Position requires pre-employment exam, drug test, and PPD (TB) test.
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