

**Congregation Kol Tikvah
Early Childhood Center Director**

Congregation Kol Tikvah is a Reform synagogue in Parkland, FL, seeking a full-time experienced, forward-thinking early childhood professional to lead our Jewish Early Childhood Center (ECC). The Director will report to the synagogue's Executive Director and be part of the senior leadership team. The ideal candidate will be a passionate, intelligent, warm visionary whose ability, talent, skills and previous experiences make them a strong team leader and an excellent communicator with children, parents, teachers and the community.

The Phylis J Green ECC provides a continuum of educational opportunities, year round, for children of all faiths from 12 months to 5 years. We are dedicated to providing a safe, welcoming and supportive environment for toddlers and older preschoolers in small group settings that assure preschoolers of all ages have fun while they learn through play. Our dedicated teachers and warm classroom environments create a community where children learn to care about others, develop a positive self-image, and master the skills that are the foundations for successful early childhood learning. Our School, currently serving 150 students, is a VPK provider.

RESPONSIBILITIES:

The Director will be responsible for the day-to-day operations of the School, including: recruitment and enrollment; curriculum development and implementation; faculty supervision and professional development; program management and development; budget development and fiscal management; compliance with licensing regulations; communication with families, teachers, and colleagues; marketing and outreach; and collaboration with other early childhood professionals and the CKT community.

QUALIFICATIONS:

The ideal candidate will possess: a commitment to the CKT vision, mission and educational core values and philosophy; proven ability to create and sustain a welcoming, challenging, and nurturing learning environment for young children; excellent communication skills and ability to create and maintain good professional relationships with teachers and families; proven ability to work well as part of a team; possess a strong work ethic and be ready and able to lead by example; Bachelors Degree in Early Childhood Education or similar field and Florida Director Credential and licensing coursework required, Masters preferred; minimum of 3 years teaching experience in an early childhood setting and at least 3-5 years of experience in a supervisory position with budget responsibilities; knowledge and appreciation of Jewish traditions and values required; knowledge of Hebrew and experience in Jewish communal services preferred.

Interested candidates should submit a cover letter and resume via e-mail to Jennifer@koltikvah.net.