

# Center Director

Brooklyn Kindergarten Society

NY

Program Director

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## Job Description

Seeking a mission-driven professional with a strong work ethic, ability to multi-task, and broad sense of humor.

## Responsibilities

- Supervise all teaching staff (teachers, assistant teachers, teacher aides, floaters, cooks, bookkeeper, custodians, substitutes)
- Provide ongoing coaching to teaching staff to support them in successfully fulfilling all aspects of their role, including but not limited to effective practices in the following:
  - 1) CLASS™ Teacher-Child Interactions
  - 2) Learning Environments
  - 3) Curriculum
  - 4) Child Assessment
  - 5) Meeting All Children's Needs
  - 6) Working with Families
  - 7) Professional Growth and Collaboration
  - 8) Health and Safety
- Ensure full implementation of all aspects of Creative Curriculum, policies/procedures and tools with the goal of supporting all children to achieve school readiness goals.
- Work with teachers to implement program curriculum with fidelity.

- Work with teachers to implement the child assessment system reliably, including understanding child outcomes data and using them to plan and individualize.
- Confidentiality- maintain all staff and family information confidentiality.

## **Qualifications**

- NYS Professional ECE Certification (Birth-Grade 2) or Valid NYS Permanent Certification B-2 or N-6.
- Minimum of 3 years supervisory experience
- A 2.5 minimum cumulative undergraduate GPA
- Bachelor's degree in early childhood education, Masters preferred
- Experience working with low income populations and diverse cultures.
- Union – Council of School Supervisors & Administrators local 1
- Compensation based on performance with incentives