

# Deputy Director

Little Sun People

Brooklyn, NY 11238

Program Director

Full-time

Onsite

\$60,000 - \$75,000 a year\*

\* Depending on experience and credentials.

Posted on March 29, 2026

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## Organization Statement

Little Sun People (LSP) is a unique community child care center founded in 1980 by Fela “Mama Fela” Barclift, mother of four and lifetime resident of the Bedford-Stuyvesant community. Over the past nearly 45 years, LSP has nurtured thousands of luminary children of African descent who have grown up to shape the world and become leaders of the future. We instill each child with the pride that they know their true place in the world and find joy in their African heritage.

LSP’s Mission is to inform and educate young children by incorporating the story and cultures of all people of color with a particular emphasis on those of African descent, into a robust and comprehensive curriculum designed for the pre-school learner.

## Job Description

Little Sun People is looking for a Deputy Director who is committed to LSP’s mission and in relationship with African-heritage young children, their families and community. LSP’s Deputy Director will be an educational leader who cultivates joy, trust, and wellness in the community while serving as a co-spokesperson for the organization. The ideal candidate will partner with the Executive Director and Board of Directors to support the execution of our vision for the next chapter of Little Sun People, building on our Founder's achievements and vision.

## Responsibilities

Summary of Core Responsibilities:

- **Leads with Principles:** Sets tone for the entire community that embodies and demonstrates

the principles of Ma'at /Kwanzaa.

- **Supports Curriculum and Program:** Works closely with the center's Executive Director, teachers, and staff, to incorporate the story and cultures of all people of color with a particular emphasis on those of African descent, into a robust and comprehensive curriculum designed for the pre-school learner while also meeting state and federal requirements and parent expectations.
- **Trains and Manages Staff:** Participates in interviews and hiring. Trains and manages staff in line with city and state requirements. Meets with each staff member regularly to check in, build relationships, provide reflective supervision and feedback fostering mutual accountability.
- **Partners with Executive Director in Communication with and Bridging Parents, Teachers, and Staff:** Meets with parents, teachers and staff to keep parents up-to-date on their child's development and progress, including discussing ways to address any learning or behavioral issues.
- **Represents LSP Within and to the Wider Community:** Engages as leadership in community events to inform and build relationships within LSP, Brooklyn and across NYC. Communicates the vision, mission and importance of LSP as an early childhood center founded by and for African-heritage young children and their families.

#### Additional Responsibilities:

- **Manages Facility:** Works closely with Executive Director and staff to ensure the facility is safe and well-stocked, this includes checking that safety equipment is available and working, removing hazards and the facility is always clean and orderly under city and state agency requirements.
- **Understands and Helps to Manage Budget:** Works closely with LSP's Executive Director and also Accountant, Board members, and administrative staff to prioritize organizational needs within the approved budget. Works within a budget that effectively incorporates both the organization's day-to-day finances and the strategy of long-term financial sustainability.

## **Qualifications**

#### Skills and Qualifications:

- **Leadership Skills:** Ability to motivate and develop staff leadership capacity, listens deeply, moves through conflicts, and holds focus on what's important.
- **Humanistic Communication Skills:** Must be a humanistic communicator for LSP overall communication strategy including but not limited to ability to effectively facilitate school tours and events, staff and family meetings.

- **Grounded Crisis/Conflict Management:** Must have strong crisis/conflict management abilities, being able to remain composed and effectively move through a crisis/conflict towards repair and resolution.
- **Classroom Experience:** Ability to train, model, and coach teachers with deep understanding and experience in early childhood development and managing a group of young children as well as managing a team of teachers.
- **Business Management:** Ability to assist and maintain financial stability within LSP. Is aware of and can attend to detail-oriented federal, state, city daycare, DOE, DOH, fire compliance laws and requirements.
- **Health and Wellness Compliance:** Ability to keep well informed on child safety requirements and protocols.
- **Minimum Education Level:** NYS Teacher Certification
- **Preferred Education Level:** Master's Degree

## Application Instructions

**To Apply:** send resume and cover letter to Little Sun People Hiring Committee, [hiring@littlesunpeople.com](mailto: hiring@littlesunpeople.com)

## Additional Information

**Start Date:** July 2026