Career Development Center
New York Early Childhood Professional Development Institute

Daycare Director

Little bumble daycare

Glen Head, NY 11545

Program Director | Full-time, Part-time | Onsite | $25 - $32 a year

Posted on November 5, 2026

Organization Statement

Little Bumble Bee Daycare has been caring for children in Glen Head, NY, since 2011. We provide a warm, nurturing environment where children feel safe, build confidence, and learn through play. We work closely with families and support our teachers in creating classrooms where every child feels welcome and cared for.

Job Description

Little Bumble Bee Daycare is looking for a warm, reliable, and organized Director to lead our team. We'd love to meet someone who enjoys being part of the daily life of a daycare, from checking in with teachers and greeting families to spending time in classrooms and getting to know the children.

Responsibilities

- Oversee daily operations, including staff schedules and classroom coverage.
- Support teachers and assistants through regular check-ins, hands-on guidance, and training.
- Build trusting relationships with families and communicate with them about their children and daycare updates.
- Help classrooms provide safe, nurturing, and age-appropriate learning experiences.
- Keep records organized and make sure the center follows New York State child care licensing, health, and safety requirements.
- Assist with enrollment, family tours, and new staff onboarding.

Qualifications

Applicants must genuinely enjoy working with children and be organized, dependable, and comfortable supporting teachers and communicating with families.

- **Minimum Education Level:** CDA Credential (with credit-bearing certificate)
- **Preferred Education Level:** Associate's Degree

Application Instructions

To apply for the Daycare Director position at Little Bumble Bee Daycare in Glen Head, NY, please submit your résumé and a brief introduction. Tell us about your child care experience, any roles where you've supervised or supported staff, and why you're interested in joining our team. Please include your phone number, email address, and earliest available start date.

Language Requirements

English

Additional Information

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