

Job Description - Chico, CA - Preschool Director

First Assembly of God
1137 Arbutus Ave
Chico, CA 95926

A preschool director is in charge of managing all aspects of a preschool, from keeping student-to-teacher ratios appropriate to ensuring the excellence of the curriculum and organizing student enrollment. Though the work places a lot of responsibility on a preschool director, it also offers genuine gratification.

The preschool is a ministry of the church, a person of faith, who believes/supports the churches doctrinal beliefs is required. The ideal candidate would be a warm and outgoing personality. They must love working with a team, working with children and families. The Director must have good communication skills in order to communicate with the families and staff. This person must be able to multi-task and work in a fast pace environment. The Director is responsible for the oversight of the preschool and afterschool program. Duties include but are not limited to:

- Oversight of day to day operations
- Supervise and oversee staff, professional development, reviews
- Oversee registration paperwork, files on students
- Maintain state licensing requirements
- Plan yearly program, afterschool program, summer camp program, events
- Set and follow budget
- Plan curriculum and activities with staff

Education Requirements:

- Associate Degree/Bachelors Degree (Preferred)
- Must have all units required by the state, including administrative units

Work Experience:

- Must have 5 years teaching experience
- Must have 2 years supervisory experience

For info or to inquire about the position call: 406.425.3350 or email:
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