



## JOB ANNOUNCEMENT

### *Child Development Center Director*

#### Tiny DOTs Early Education Center

CalTrans District 7 Headquarters Building

100 S. Main Street

Los Angeles, CA 90012

- Qualifications:** A minimum of a B.A. in Child Development and 5 years of combined experience teaching and directing an early education program. Must hold or be eligible for a Site Supervisor permit. Experience with NAEYC Accreditation and CA Department of Education Desired Results system is advantageous.
- Responsibilities:** Overseeing the operation of a nationally accredited early education center serving 73 full and part time children between the ages of 6 weeks and 5 years of age. Supervising and leading a dedicated teaching team, including teachers, assistants, interns, students and volunteers. Coordinating the parent engagement program at the Center. Communicating and cooperating with CDCLA administration and CalTrans liaison. Assist in the development and implementation of staff training. Recruiting and enrolling new families. Maintaining compliance to licensing regulations, accreditation criteria, and Desired Results requirements.
- Compensation:** Salary commensurate with education and experience. Full-time, permanent, exempt position. Benefit package includes medical, dental, and life insurance. Paid vacation and holidays. Training reimbursements. 403(b) savings plan, vision, and AFLAC available.
- Selection Process:** Please visit our website at [http://www.cdcla.org/job\\_opportunities.html](http://www.cdcla.org/job_opportunities.html) for an application. Required documents include CDCLA application, resume, copy of transcripts indicating a Bachelor's degree, and copy of Site Supervisor Permit, if applicable.

The Child Development Consortium of Los Angeles is a private, not-for-profit corporation which provides child development services to families in most areas of Los Angeles County.

CDCLA operates employer-based and California Department of Education-funded child development centers.