The Early Childhood Education Manager serves as site director for the Early Childhood programs, serving 50 or more children at the Goodman Community Center.

GCC's childcare programs prepare children for school and life using developmentally and culturally appropriate practices that support both social-emotional and educational development. The program values parents and is committed to engaging families in learning through center-based activities, positive communication and home-visits.

The Manager is responsible for the supervision and management of the programs while supporting center and program goals and outcomes. The manager will model and develop skills for staff, students and volunteers, develop relationships with parents and manage the day-to-day operation of the programs.

**Qualifications:**
- Minimum 3 years' experience working in a leadership or management role in a childcare setting.
- Meet State Licensing Requirements for a Center Director (50+).
- Detailed knowledge of State Day Care Licensing Rules and Regulations and City of Madison Accreditation Guidelines, and CACFP guidelines.
- Knowledge of Creative Curriculum (MMSD 4-K preferred curriculum)
- Strong organizational skills.
- Experience supervising others in a childcare or school setting.
- Ability to work as a team and maintain a positive work environment, to support staff and enforce Center/program rules consistently.
- Hold a valid driver's license and clean driving record.
- Must be able to successfully complete a Caregiver Background Check.

**Preferred Qualifications:**
- B.A. or higher degree in Early childhood, Education, Human development or a related field.
- Hold a Wisconsin DPI regular education teaching license that includes kindergarten certification.
- Experience working with diverse populations
- Knowledge of Madison resources, program resources and a diverse range of activities.
Expectations include:

- Ensure quality of 4-K programming and instruction that meets all MMSD requirements and adheres to all City Accreditation standards.
- Supervise the lead teachers to ensure they intentionally plan and implement an early childhood program that ensures intended outcomes for both the program and the individual child.
- Supervise the 4-K teachers to ensure instruction is meeting Wisconsin Model Early Learning Standards (WMELS) and Accreditation criteria.
- Work with the Child and Youth Programs Director to implement family and parent programming as required by MMSD and the GCC family programming committee.
- To be a positive role model, to communicate effectively, and to interact appropriately with children at their own level of social development.
- Provide a supportive structure that allows a teacher to be engaged with children and their activities during program time.
- To provide a safe, quality environment rich with appropriate activities and choices that engages each child at their developmental level.
- To develop a teaching environment to support the learning of youth in GCC’s H.S. Alternative Learning Programs.

Competitive wage and benefit package. Applications and a complete job description are available at www.goodmancenter.org. Please include resume with applications due by May 3rd. Direct questions to dei@goodmancenter.org

GCC is an AA/EO employer