



Openings as of 2/6/2017
Kankakee School District 111

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Director of Preschool Programs

JobID: 2907

Position Type:
Administration

4

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Location:
Proegler School

District:
Kankakee School District 111 - [website](#)

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Proegler School houses the Kankakee School District #111 Preschool programs and is located at 710 North Chicago Avenue in Kankakee, Illinois.

Qualifications: Professional Educator License endorsed for principal or general education administration
 Early Childhood degree/Type 04 Certificate
 Head Start experience in supervision of staff, fiscal management, and administration

Seeking:

The ideal candidate will:

- Have experience in grants management, planning, administration, staffing, and evaluating all programmatic and fiscal operations in line with local, state, and federal agency rules.
- Have knowledge and experience with federal Head Start and state Preschool for All/Prevention Initiative programs requirements.
- Develop and improve instruction within a professional learning community.
- Have experience writing, negotiating and executing state and federal grant applications and appropriations as well as Memorandums of Agreement for the provision of services and shared costs with outside entities.
- Have the ability to lead and inspire excellence in students and engaged teaching among staff.
- Have experience or knowledge of governance systems.

- Understand how state and federal grant funds must flow through the approval and accounting processes and systems established by the school district and undergo audits to verify compliance.
- Work with the programs Assistant Director of Curriculum and Instruction as well as Kankakee School District to ensure a cohesive program.
- Have prior experience aligning budgets and program structure and design with the grantee agency's (in this case the school district) vision, mission and strategic goals and the funding source(s) purpose for granting the funds.
- Have experience with human resource management including what is required in following any collective bargaining agreements and state and federal HR rules.
- Have experience supervising preschool staff, developing curriculum, assessments, professional development plans, evaluation procedures for accountability and quality rating systems.
- Have experience coordinating programs for services to preschoolers per IDEA and to design such systems that work well with multiple entities (school districts).
- Have experience designing or working with full parent engagement systems in terms of determining eligibility, child health, early childhood education, IDEA, and governance.
- Should be able to articulate any experience with facilities management in all areas of daily operations including transportation routing, daily schedules, food service, maintenance, building security, provision of appropriate space for all programs – staff and children.
- Have experience designing total program systems for all areas of all programs for monitoring purposes.
- Have a thorough knowledge of early child education teaching and learning.
- Have experience administering a program with multiple sites and multiple administrators.
- Have experience in data management for purpose of collection, analysis, financial drawdowns, and reporting to federal and state agencies.
- Must exhibit superior written and oral communication and leadership skills in all areas of program administration including staff and parent relationships.
- Full-time, 12 month position
- Effective for the 2017-2018 school year
- Salary commensurate experience

Interested candidates may apply online at www.ksd111.org

****Applications will be accepted until the position is filled****