

Job Title:

Early Head Start Education Manager- Chicago

Job Position:

Early Head Start

Organization:

YWCA Metropolitan Chicago

Email Address:

jcurry@getedhired.com

Website: www.ywcachicago.org

City/Area:

Chicago

State:

IL

Zip Code:

60602

Duties:

Job Title: EHS Education Manager

Supervised by: Early Head Start Director

Job Summary: The EHS Education Manager ensures the programmatic quality of Early Head Start programming at all partner child care provider sites.

Qualifications:

- Bachelor's degree or equivalent in Early Childhood Education, Child Development, social welfare, public administration, or one of the social sciences
- Minimum of three years of preschool management experience
- Proficient in FCCERS, ITERS, and ExceleRate Illinois Quality measures
- Experience in human services program management, including program planning, operations & evaluation, and the use of management information systems
- Ability to pass a health examination and a criminal background check
- A demonstrated ability to work independently, while prioritizing and managing multiple assignments simultaneously as needed
- Ability to travel locally and to work nights and weekends as needed
- Demonstrated, well-developed leadership abilities of problem-solving, communications, adaptability, good judgment, work well under pressure
- Excellent presentation skills incorporating all strategies for all learning areas
- Thrives in an environment in which collaboration, partnership and empowerment are the key cultural elements

Instructions:

Apply online at <http://ywcachicago.hrmdirect.com/employment/careersphp?>

