

## **Job Posting**

We are actively seeking a qualified preschool director who will oversee the daily operations and administration of the Immanuel Community Preschool. The position is part-time, consisting of 20 hours weekly for morning classes (9am – 11:30am). Classes are held Monday through Friday during the school year from September through May at Immanuel United Church of Christ in Evergreen Park, Illinois. The job also requires operation of summer camp for the month of June.

The candidate will be experienced in the field of early childhood development and lead management of the school. Responsibilities include supervision of preschool teaching staff, curriculum planning and implementation, financial management, compliance with DCFS and Illinois licensing requirements, and open communication with parents, Immanuel UCC School Board and council.

Education requirements are a minimum of 2 years of college in Early Childhood Education or Childcare Provider. Bachelor of Arts in Early Childhood Education preferred. Salary commensurate with experience. Interested candidates should email resume to [Immanuel\\_uccep@att.net](mailto:Immanuel_uccep@att.net).