

Jones Memorial United Methodist Church is looking for an Academy Director to lead A Higher Way of Learning Academy (AHWOL) preschool and after school program for Pre-K through 5<sup>th</sup> grade.

**POSITION TITLE:** Academy Director

**REPORTS DIRECTLY TO:** Associate Pastor

**SUPERVISES:** All Academy staff and any volunteers

**POSITION SUMMARY:** Work as a member of the ministry team to provide direction and guidance in fulfilling the mission of Jones Memorial United Methodist Church (JMUMC) through A Higher Way of Learning Academy (AHWOL). The Academy Director is directly accountable for overall operational management in accordance with church, city, state, and federal guidelines. This includes curriculum oversight, staff and facilities management, financial management, legal compliance, and long-range planning. The Academy Director ensures that the needs of the students and the goals of the center are met appropriately. The Director should be dedicated to the spiritual, physical, emotional, and social development of children. They must be able to interact with adults and be able to plan/organize events.

**ESSENTIAL PHYSICAL, MENTAL, AND /OR ENVIRONMENTAL WORKING CONDITIONS:**

1. Demonstrate a mature, Christian style of leadership which is grace-filled, kind, and constructive toward fellow staff workers, children, families, and other guests.
2. Be punctual.
3. Observe and implement the policies adopted by the church and board.
4. Possess all State of Texas certifications and licensing requirements or be willing to acquire them.

In the area relating to **LICENSING:**

The Director shall ensure that the Academy complies with the Texas Department of Family and Protective Services child-care licensing law found in Chapter 42 of the Texas Human Resources Code, the applicable minimum standards, and other applicable rules in the Texas Administrative Code.

Director will start July 1, 2021.

Please forward resumés and inquiries to Rev. Verronda Flanagan at [verrondaflanagan@outlook.com](mailto:verrondaflanagan@outlook.com).