

Join the dynamic team Smart Sprouts Language & Learning Academy as our Director! We are seeking a passionate and proactive leader to oversee our School operations with a commitment to excellence in early childhood education. This role offers the opportunity to lead a talented team, ensure compliance with licensing requirements, implement innovative curriculum and build meaningful connections with families and the community.

**Nurture your growth. Empower your success.** Join our welcoming community, where you can grow and make a real difference in children's lives every day. If you're passionate about education and children, and ready to advance your career, we'd love to hear from you!

**Director Key Responsibilities:**

1. Leadership and Administration:
  - Lead daily operations of the school
  - Maintain regulatory and brand standards
  - Develop and implement school policies and procedures.
2. Staff Management:
  - Recruit, train and supervise staff members
  - Conduct performance evaluations and provide ongoing professional development
  - Manage and ensure the proper training of all staff members
  - Foster a positive and collaborative work environment
3. Curriculum and Program Development:
  - Implement a high-quality educational program
  - Ensure that the educational programs meet the needs of all children
  - Support teachers in creating engaging and effective lesson plans
4. Family and Community Engagement:
  - Build and maintain positive relationships with parents and families
  - Address parent concerns and provide regular communication regarding their child's progress
  - Promote the schools within the community and participate in outreach activities
5. Financial Management:
  - Develop and manage the School's budget
  - Ensure efficient allocation of resources

- Oversee enrollment and maintain accurate financial records

6. Health and Safety:

- Ensure a safe and healthy environment for children, staff, and visitors
- Conduct regular safety drills and maintain emergency preparedness
- Oversee the maintenance and cleanliness of the facility

**Qualifications:**

- Bachelor of Arts or Science degree in Early Childhood Education, Child Development, Education, or a related field — if the degree is not in one of these areas, a bachelor's degree in a related field is required along with a commitment to obtain a Child Development Associate (CDA) credential within 6 months of hire.
- Excellent communication and interpersonal skills
- Strong understanding of child development and early childhood education best practices
- An inspirational leader and team builder
- Organized and able to multitask, strategically resolves challenges, and has a great attitude
- Demonstrate highly effective organizational, time management, and multitasking skills
- Have a genuine love for children and a strong commitment to education

Compensation: \$45,000.00 - \$52,000.00 per year