

UCLA Early Care and Education Seeks Dynamic Center Manager

This position will be available in Fall 2012.

UCLA ECE seeks a vibrant Child Care Center Director with demonstrated management skills to assume responsibility for one of three centers in an award-winning, accredited, innovative department that serves 340 children ages 2 months through kindergarten, operates a Child Care Information and Resource Program and co-ordinates the UCLA Westwood Child Care Center, university sponsored, vendor-operated center licensed to serve 220 children ages 6 weeks through PreK.

About UCLA Early Care and Education

The department is a leader in the development and delivery of high quality early care and education. In collaboration with cognitive scientists, the department has created appropriate Science Technology, Engineering and Mathematics (STEM) curriculum for early childhood since 1992. The curriculum has inspired and provided content for television shows *A Place of their Own*, *Mi Casa Es Su Casa* and *SID the Science Kid*. *Preschool Pathways to Science (Brookes Publishing, 2010)*, a text for teachers, describes this approach to early learning in detail. The text is now being translated for publication in China. The new movie *SID the Science Kid in 3D*, shows SID in China.

Responsibilities

The successful candidate will join a dynamic administration team, providing high quality care for children of UCLA faculty, staff and student families, and sharing information with the wider community. The campus offers opportunity for networking with people from diverse backgrounds and in many different fields of academic endeavor.

Qualifications

- Master's Degree in Early Childhood Education or equivalent qualification.
- Demonstrated skills and at least 3 years' experience in teaching and directing an early care and education program.
- Experience in a NAEYC accredited program. Knowledge of California Title 22 and Title 5 Regulations.
- Have or be eligible for a California Child Development Center Program Director Permit.
- Excellent verbal, written and digital communication skills.
- Satisfactory completion of background check.

Compensation & Benefits

Comprehensive employment package includes salary range: \$4187 - \$8104 monthly and UC Benefits including family Medical, Vision and Dental coverage, Retirement and Savings plans

To Apply:

1. Go to UCLA Human Resources Department website at hr.mycareer.ucla.edu
2. Click on "Search Jobs" link.
3. Search for "Child Development Center Manager"
4. Have your cover letter and resume ready to attach to your application!
5. Fill out online application and attach necessary documents.