



Child Care Center Director

The Shiocton Child Care Center (SCCC) is searching for an energetic child care professional to direct and lead our on-site child care center which is part of the Shiocton School District.

SCCC provides full- and part-time care to children ages 6-weeks to 10 years of age, as well as providing before-and after-school care to school-aged children. SCCC is Young Star rated and licensed for 100 children, with approximately 60 all-day children and an additional 40 attending the before-and after-school care offering. Discounted child care is also a benefit included with this role.

RESPONSIBILITIES

General duties of the SCCC Director include, but are not limited to: hiring, training, scheduling, supervising, and supporting child care teachers and assistants; providing classroom support for breaks, lunches, and teacher absences; ensuring educational and licensing compliance of all SCCC employees; coordinating and collaborating shared educational and instructional programming with classroom teachers, support staff, therapists, and service providers; maintaining compliance with Wisconsin Department of Children and Families (DCF) and Young Star regulations; coordinating general office operations, including weekly billing for care and meals.

QUALIFICATIONS AND EXPERIENCE

Qualified candidates will be at least 21 years of age, possess a bachelor's degree or equivalent, and have experience as either a director or with the duties as described above. Preference may be given to candidates who have credentials or a degree from a 2 or 4 year college in early childhood education, as well as those certified as a Level 14 with the Wisconsin Registry. Preference may also be given to candidates with previous child care center director experience and/or experience using ProCare, Tadpoles, or Bright Wheel.

COMPENSATION

This full-time, year round position has a starting salary range of \$52,000-\$62,000 commensurate with experience. Benefits include:

- Insurance benefits (health, dental, vision)
- Paid holidays and time off (vacation, sick leave, personal days)
- Education assistance and reimbursement
- Discounted child care
- Free membership to the Shiocton Fitness Center

APPLICATION

To apply, send a cover letter, resume with three telephone references, and two recent letters of reference by September 20, 2024 to:

Mrs. Nichole Schweitzer
District Administrator
School District of Shiocton
PO Box 68
Shiocton, WI 54170