**Preschool Director for Arts-Based Preschool**

**Overview**

Community School of the Arts(CSA) is a non-profit arts education organization serving children and youth in the visual and performing arts. CSA is embarking upon an exciting new project to develop an innovative arts-based preschool for children ages 3-5 that will be the first of its kind in Arkansas. The Director of the preschool will have the opportunity to work with arts instructors to develop this program from its inception. Creativity, innovation, and passion are at the core of this position.

The ideal candidate will have experience directing a preschool as well as working with preschoolers and parents. A background in the arts is a plus but not required. The Director must have a thorough working knowledge of Arkansas preschool standards and Arkansas preschool curriculum. This individual will work directly with the lead arts instructor to write and develop the first ever arts-based preschool curriculum in Arkansas. The curriculum will work in connection with an Arkansas approved preschool curriculum. The Director will possess excellent communication and leadership skills and will serve as the face of the preschool. The candidate must be able to network with the community, identify potential families for these programs, and recruit students. He/She must have the skills to market the programs, hire the staff, work closely with the lead teacher, and develop the curriculum in collaboration with the arts faculty.

**Requirements**

* A Bachelor’s degree in Early Childhood Education
* Four years of experience in early childhood education or CDA licensure
* Director Orientation Training
* A minimum of one-year as a preschool director preferred
* Experience in Reggio Emilia philosophy a plus
* Team builder, highly organized and possessing excellent customer service/communication skills
* Dynamic and energetic leadership qualities
* Knowledgeable of all state pre-school guidelines and curriculum requirements
* Evidence of successful administrative experience including organizational and curriculum development, personnel management, financial planning, and marketing
* Ability to collaborate and involve community partners
* Other requirements as assigned

**Responsibilities**

* Operate the school according to Arkansas pre-school standards and laws
* Be responsible for parent engagement and recruitment and retention of students
* Maintain, develop and/or modify curriculum to meet the needs of children enrolled and remain current with developments in the field
* Supervise teachers and other staff
* Coordinate assessment of student and programmatic progress and implement needed changes
* Teach part-time as needed
* Other duties as assigned

**Salary/Benefits**

12-Month contract

Competitive, based on experience and qualifications

Benefits to be determined

Paid holidays, sick time, and vacation time

**Start Date:** February 2020

Send vita, a portfolio of work that includes accomplishments, goals met, photos of projects, etc., unofficial transcripts, and contact info for three references to:

Dr. Rosilee Russell, Executive Director

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