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**WESTCHESTER JEWISH COMMUNITY SERVICES, INC.**

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**DIRECTOR**  
**Early Childhood Programs**

WJCS is currently searching for a full-time, Director for our Early Childhood Programs. This position is located in Hartsdale, NY. The Director is responsible for the implementation, management and development of all WJCS Early Childhood initiatives, which includes our Parent Child Programs, Infant Toddler program and committee and Early Step Forward initiative. The position will initially oversee the Parent Child Programs and then transition to include Early Step Forward and the Infant Toddler program.

The Director will have direct oversight of Early Childhood Programs in the Children Youth and Families (CYF) division; supervise all Early Childhood Program staff including setting job descriptions, job expectations, interviewing and hiring staff and set up processes and systems to ensure programs run smoothly and effectively.

The ideal candidate must, at a minimum, have advanced knowledge of Early childhood learning, curriculum and milestones; administrative and supervisory skills; ability to train staff and develop programs rooted in developmentally appropriate early childhood practice and develop curriculum, reflecting community and program needs and goals.

Minimum education requirement is an MS or MA in early childhood education, with emphasis on child development and parent education, or service-oriented background; MSW with experience in parent education and/or counseling or a BA with experience in early childhood education as well as administration and supervision.

WJCS values our employees, their contributions, and their growth. We demonstrate this commitment with much more than highly competitive benefits and compensation - we show it everyday in the way we work together, embracing leadership behaviors that are recognized and rewarded throughout our system. We value you, your growth and your contributions.

Visit [www.wjcs.com](http://www.wjcs.com)

**APPLICANT TO CONTACT:**

**Ashley DeNicolais**

**[adenicolais@wjcs.com](mailto:adenicolais@wjcs.com)**

**Phone: (914) 761-0600 ext. 2119**

**WJCS INC., IS AN EQUAL OPPORTUNITY EMPLOYER**