



Schoharie County Child Development Council, Inc.



Schoharie County Head Start/Early Head Start Center Director

Responsible for day-to-day operation and supervision of Head Start and Early Head Start Head Teachers. Oversees operational activities to ensure compliance with state and federal licensing and regulatory agencies. This manager, a key member of the education team, provides leadership and inspiration to staff and families.

Qualifications: Bachelor's Degree in Early Childhood Education or a related field. One year full-time teaching experience in a child daycare center, family or group family daycare or other early childhood program and one year supervisory and management experience in a childcare program or related field of work. Working knowledge of federal and state regulations related to Head Start and NYS daycare licensing preferred.

Health & Nutrition Services Manager

Responsible for managing health and nutrition service areas for early childhood programs. Duties to include establishing linkage to health care providers, maintaining records and ensuring compliance with USDA, state and federal regulations pertaining to Head Start and NYS daycare licensing.

Qualifications: Bachelor's degree in a health related field required. Health service background and experience in public health, health education or health administration preferred. RN with administrative experience also acceptable.

**Visit www.sccdcny.org to apply online or send resume and
three written letters of reference to:**

**SCCDC, INC., 114 Lark Street, Cobleskill, NY 12043
or Fax to 518-234-4320.**

Please call (518) 234-7521 for more information. EOE

- Health Insurance • Simplified Employee Pension • Paid Holidays
 - Paid Snow Days/School Recesses
- Generous Paid Leave for Sick/Personal/Bereavement
- Commitment to Professional Development • Tuition Assistance Program