



# LONG BEACH UNIFIED SCHOOL DISTRICT

WE INVITE CANDIDATES FOR THE FOLLOWING POSITION

**HEAD START  
EARLY LEARNING CENTER MANAGER  
206 DAY – FLEX CALENDAR  
(SALARY \$56,745 - \$71,335)**

The Early Learning Center Manager plays a critical role in the day-to-day leadership, support and supervision of Head Start and Early Head Start program centers under their supervision. This position, within the leadership team of the Head Start-Early Head Start program, will contribute to the planning, development and implementation of the services provided to children and families at assigned Head Start and Early Head Start centers. Areas of responsibility will include supervision of family engagement and educational services provided to pregnant women, infants, toddlers and preschool age children at assigned centers. The incumbent will contribute to the building of systems and supports that aim to prevent the achievement gap that occurs between children living in poverty and their middle-income counterparts, by providing comprehensive multi-generational interventions and services for children and families. Candidates must have demonstrated experience in supervision and/or coaching in an early learning setting which included services to infants, toddlers and preschool age children.

Qualified applicants are encouraged to apply for this position. In your letter of interest, please include your previous administrative, supervisory or coaching experience, examples of collaborative efforts that you have engaged in that resulted in significant progress/change and how you personally will contribute to the Head Start Program's leadership team.

**Minimum Requirements:**

- A minimum of three (3) years of management level supervisory experience in an educational or similar program.
- A bachelor's degree from an accredited college or university preferably with a major in Early Childhood Education, Elementary Education, Human Development or a related field.
- A valid California Child Development Director Permit or Administrative Credential

**To apply, submit the following documents by June 8, 2018:**

- Letter of interest
- Resume of training and experience

*To:* Dr. Claudia Sosa-Valderrama, Head Start Program Director  
1260 E. 33rd Street, Signal Hill, CA 90755

*Phone:* (562) 426-8144 ♦ *Fax:* (562) 427-8495

*E-mail:* CSosaValderrama@lbschools.net

Upon completion of the paper screening, final candidates for the position will be notified of their interview time and date.

**Deadline: June 8, 2018 by 4:30 p.m.**

Approved: Ruth Perez Ashley, Deputy Superintendent of Education Services

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