Position: Director, Child Development Center

Announcement Number: 06-01

Salary Range: AD-1710-06/01-05 $53,172-$62,204 Per Annum

Date: 04-24-06

Location: Van Ness Campus

Closing Date: Open Until Filled

Areas of Consideration: Nation-wide

Responsible to: Chairperson, Department of Education
College of Arts & Sciences, Vice President
Academic Affairs

Brief Description of Duties

Directs and manages a program that consistently provides the highest quality service for children and families.

Articulates program practices to the advisory board, staff, students, and visitors; enhances the growth and development of all children, including those with disabilities.

Coordinates National Association for the Education of Young Children accreditation procedures.

Maintains active involvement in local and national early childhood professional organizations.

Assesses program needs and evaluates effectiveness.

Qualifications Required

A master’s degree is preferred or one year of specialized experience. The specialized experience must be equivalent to at least the next lower grade level. Specialized experience is experience that equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position as described above.

All candidates will be considered without regard to race, color, religion, national origin, sex, age, martial status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, source of income, place of residence or business.

University of the District of Columbia is an equal opportunity employer

The Residency Preference Amendment Act of 1988, D.C. Law 7-203, created a system which provides that any applicant for employment in the Career or Educational Services who is a bona fide resident of the District of
Columbia may claim a residency preference at the time of application. An applicant selected for appointment based on District residency will be required to submit proof of bona fide District residency. Bona fide District residency must be maintained from the date of appointment to the position for five consecutive years.

This position is not in the collective bargaining unit.

Please submit a UDC Application and résumé to:

Isabelle McMillian  
University to the District of Columbia  
Office of Human Resources  
Building 38, Suite 301-  
4200 Connecticut Avenue, N.W.  
Washington, D.C. 20008