

**20 Candlewood Path**

**Dix Hills, NY 11746**

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***“We All Live Together in God’s World”***

**St. Luke Preschool & Early Childhood Center**

St. Luke Preschool and Early Childhood Center in Dix Hills, NY is seeking a Director to lead in the management of the center. The Director is charged with the overall center management, the development of a high quality Christian program, and establishing professional, positive relationships with parents, children, staff and the church community. The preschool director will build and maintain a program that develops the whole child, sparks imagination, builds self-esteem, fosters learning through play, develops an attitude of service, and helps children discover new things each day. Our center is licensed by the Office of Children and Family Services, and offers Mommy and Me, Learn and Play, Pre-school and Pre-Kindergartens programs. These include both half-day and full-day programs. We also operate a Summer Camp for approximately six weeks during the summer break.

**General Qualifications:**   
The Director should be an active Christian having experience in both teaching and administration. A love of children and a commitment to early childhood education are essential. The director shall hold a minimum of a bachelor’s degree in early childhood education or in a related field with coursework in child development. Qualified candidates shall have strong organizational and leadership skills. They will be responsible to supervise and lead more than 20 staff members. In addition, they shall have a basic understanding of financial and business management. Qualified candidates should be proficient in the use of computer applications.

This full time position will begin in July 2016.

All interested parties should submit a cover letter and resume to [resume@st-luke-lutheran.org](mailto:resume@st-luke-lutheran.org).

At this time, St. Luke is accepting resumes through March 1, 2016. Resumes received after this date may be considered.