



## **CESA 11 HEAD START CADOTT & STANLEY~BOYD CENTER DIRECTOR**

**QUALIFICATIONS** ~ Minimum of an Associate degree in Early Childhood Education or Child Care; Bachelor's degree in Early Childhood Education, Education, or Child Development preferred. Related degrees may be considered. A valid Wisconsin DPI teaching license preferred (required for locations with PreK services); Meet State Day Care Licensing regulations and be responsible for the supervision of the planning and implementation of the centers program according to Wisconsin Administrative Code: DCF 251.05(1)(e) 1-5 and (2)(b) and (c).

**RESPONSIBILITIES** ~ Responsible for the daily supervision of Head Start and Early Head Start centers and staff; Oversee the center budget, billing, and purchase orders; Monitor enrollment and oversee the recruitment selection process.

**HOURS** ~ 40 hrs/wk, 210 days/yr.

**WAGE RATE** ~ \$22.66/hr.

**BENEFITS** ~ Benefits package available. Benefits are pro-rated based on the number of hours worked per year.

**BACKGROUND CHECK** ~ In compliance with Head Start Performance Standard 1302.90(b)(1) through (5), Wisconsin State Day Care Licensing DCF 250.05(2)(b), and 13.03(1) through (2)(b) and 13.06(1)(a) through (4)(b)(2) of the Wisconsin Administrative Code and the 2009 Wisconsin Act 76, completion of the background check process will be required prior to hire.

To be considered for an interview, applicants ***MUST*** submit a Head Start application along with references, letters of recommendation, transcripts, and verification of degree/license as appropriate to the position applying for.

To submit an online application, obtain a detailed job description or for more information on other employment opportunities, please visit our website at <https://www.headstart.cesa11.k12.wi.us/employment>. For questions, please contact Head Start Central Office at (715) 986-2020 or [hshr@cesa11.k12.wi.us](mailto:hshr@cesa11.k12.wi.us).

**DEADLINE TO APPLY** ~ Open Until Filled

**LOCATION** ~ Cadott Head Start • Cadott School District • 463 Mill Street • Cadott, WI 54727  
& Stanley~Boyd Head Start • 303 E Park Street • Boyd, WI 54726

**EQUAL OPPORTUNITY EMPLOYER**