



Mission: Helping people, changing lives and making our community a better place to live by providing resources and services that inspire personal growth and independence.

Join Our Team!

We Are Hiring!

Community Action Partnership of Madera County

Title:	Center Director / Teacher, Center Director I / II
Types:	Full-time; Seasonal 6 months annually May-November
Location:	Madera, Fresno County – Selma, California
Pay Range:	Center Director/Teacher \$23.91 - \$29.13 per hour Center Director I \$26.39 - \$32.15 per hour Center Director II \$28.42 - \$34.62 per hour
Benefits:	Medical/dental/vision/life, Employee Assistant Program, 403(b) retirement plan

How to Apply:

1. Visit www.maderacap.org and apply.
2. Fill out and submit the [Application](#) to employment@maderacap.org.

[CAPMC](#) This position is responsible for involvement of in all areas of center operation and is responsible for the assigned childcare facility. Plans and implements a comprehensive program for children ages 0-5 years.

This individual must have the ability to:

- Read, write, and speak Spanish is required.
- Use Microsoft Outlook, Teams, 365 products.
- Plan and develop with parents an individualized program for the family, including establishing a caring professional relationship and a climate of mutual trust and respect for the parents.
- Work with parents to strengthen the family's knowledge of child development, including assisting parents to understand how children grow and learn, and planning and conducting child education activities with the parents who meet the child's intellectual, physical, emotional, and social needs.
- Assist parents in strengthening the families' knowledge of health and nutrition, including integrating health and nutrition education into the program.
- Assist parents to strengthen their knowledge of community resources and support parents in problem solving.
- Be aware of and sensitive to cultural issues, and work effectively with all socioeconomic and cultural backgrounds.

This individual will demonstrate to possess the knowledge of:

- Knowledge of and experience in child development and early childhood education.
- Principles of child health, safety, and nutrition.
- Adult learning principles and family dynamics.
- Community resources and skills to link families with appropriate agencies and services.
- Skills in communication and motivation of people.
- Experience in human service setting, including working with diverse populations.
- Interpersonal and communication skills.
- Principles of supervision, training, and performance evaluation.

Requirements/Qualifications:

Center Director II

- Bachelor's Degree
- with 12 units of Early Childhood Education (ECE) / Child Development (CD)
- 3 units supervised field experience in ECE setting.
- Ensures a minimum of 15 hours of professional growth hours are completed and documented annually.

Center Director I

- Associate's Degree
- with 24 units of ECE / CD, including core courses.
- 6 units in administration
- 2 units in adult supervision
- Must complete 105 hours of professional growth every five years.
- Ensures a minimum of 15 hours of professional growth hours are completed and documented annually.

LICENSES / CERTIFICATES / PERMITS:

- Must have a current and valid Site Supervisor Permit.
- Obtains Pediatric First Aid and CPR certification within six calendar months of hire, and re-certification bi-annually.
- Obtains Food Handler certification within 3 months of hire and update prior to expiration.

General Physical Requirements:

- Exerting up to 30 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Able to maintain regular, punctual attendance consistent with the Americans with Disabilities Act (ADA), Family Medical Leave Act (FMLA), California Family Rights Act (CFRA) and other federal, state and local standards.
- Able to perform the essential job functions consistent with the ADA, FMLA, CFRA and other federal, state and local standards.

Appointment will be contingent upon passing a pre-employment alcohol and drug screen, fingerprint clearance, and reference checks, pre-employment physical, immunization requirement, and TB test is required for Head Start funded positions.

CAPMC will consider qualified applicants with a criminal history pursuant to the California Fair Chance Act. You do not need to disclose your criminal history or participate in a background check until a conditional job offer is made to you. After making a conditional offer and running a background check, when CAPMC is concerned about conviction that is directly related to the job, you will be given the chance to explain the circumstances surrounding the conviction, provide mitigating evidence, or challenges the accuracy of the background report. Find out more about the Fair Chance Act by visiting calcivilrights.ca.gov/fair-chance-act/.

Affirmative Action / Equal Employment Opportunity / Drug Free Employer

Caring



Responsibility



Fairness



Respect



Citizenship



Trustworthiness

