Director of Eagle’s Wing Child Care and Education Programs

Director, Child Care/L

Pay Grade 08 - PVL 90728

Type of Employment: Academic Staff, Full Time (40 hours/week)

Location: University Apartments Community Center, 611 Eagle Heights, Madison, WI
Click here to see a campus map

Department: University Apartments

Compensation:
- Starting annual salary for this position will be between $65,000 and $75,000 based on qualifications and experience
- A competitive benefits package

Schedule:
- Hours will vary depending on center needs as priorities dictate, operational needs, and scheduled events.
  Typical hours for the Eagle’s Wing center are between 7:00 a.m. - 7:30 p.m., Monday through Friday.
  Provide after-hours, weekend and holiday on-call coverage for the community on a rotating basis with other University Apartment supervisors.

Requirements:
- A criminal background check will be conducted on all finalists.
- Bachelor’s Degree in Early Childhood Education, Child Development, Educational Leadership, or related field required.
- Master’s Degree in Early Childhood Education, Child Development, Educational Leadership, a related field, or 15 years of relevant work experience preferred.
- A minimum of 18 credits in Early Childhood Education is required for licensing.
- Six or more years combined experience in early childhood teaching, administration, leadership, and/or supervision in an early childcare setting is required.
- Experience with a State Licensing entity is required.
- Experience with National Early Childhood Program Accreditation (NECPA) or other accreditation program is required.

Position Summary:
Under the general direction of the Director of University Apartments/Assistant Director of University Housing, the Director of Eagle’s Wing Child Care and Education Programs provides the overall philosophical, policy, educational and program direction for Eagle’s Wing Child Care and Education Programs, and serves as the primary contact for issues regarding children’s education, care, and services for the University Apartments community. This position provides direct and indirect supervision for all full time and student staff at the center. In addition, the Director is responsible for the oversight and monitoring of the budget and financial processes for Eagle’s Wing. This professional is a key member of the University Apartments Leadership team and works closely with the Resident Support Services team to be the primary resource for child development, wellness, and services. The Director works with other departments, colleges and universities, outside agencies, professional organizations and individuals to meet the goals of Eagle’s Wing for service to UW students, research, teaching and outreach.
The Director of Eagle’s Wing Child Care and Education Programs will bring their experience teaching or working with infant, toddler, preschool, and school-aged children in a center-based environment to serve the children and families in a thriving international community. This position will lead the Eagle’s Wing Child Care and Education Programs and requires the ability to work in a fast-paced community setting. The Director of Eagle’s Wing Child Care and Education Programs must demonstrate a creative approach to critical thinking, while also navigating the "grey areas" and appropriately responding to changing daily challenges.

Click here for a complete position description.

How to Apply:

Apply here by 11:55pm on Sunday, June 18, 2017.

Failure to submit complete application materials will result in ineligibility for this position.

- Submit a cover letter and resume within the online application system.
  - Within the work history, please complete all fields, including dates of employment.
- Within the online application, please identify three professional references that will be able to speak towards your performance in your current and/or most recent positions. University Housing requires that at least two of the three references be either your current or most recent supervisors. When listing your references to contact, please include the following information:
  - Name
  - Title of their position and relationship to you
  - Phone number
  - E-mail address
- UW-Madison is committed to providing opportunities to people from all backgrounds to help create a welcoming, empowered, and inclusive community. UW-Madison encourages women, minorities, veterans, and people with disabilities to apply.
- Applicants who apply for this position may be considered for future vacancies in this title within University Housing.
- For questions, please call 608-262-2766 or email hr@housing.wisc.edu.
- Information for candidates that have retired from a Wisconsin Retirement System (WRS) participating employer:
  - If you return to a WRS-covered employer, including the University of Wisconsin after retirement, you are considered a "rehired annuitant." Click HERE for basic information about your benefits if you are a rehired annuitant. Please note that provisions have changed for WRS participants who retired after July 1, 2013.

University Housing is an essential services provider and all University Housing employees are part of this commitment to our residents and guests. University Housing is unique from many other state agencies and university departments because we cannot close as our services must be maintained at all times.

University Housing values diversity and is an Equal Opportunity/Affirmative Action employer