



POSITION VACANCY

DATE POSTED:	May 27, 2025
POSITION:	Director – Mid-East Preschool
REPORTS TO:	Director – Zanesville Campus
STARTING DATE:	July 14, 2025
SALARY RANGE:	Per Mid-East Salary Schedule
WORK YEAR:	193 Days
QUALIFICATIONS:	Possess a Bachelor's Degree or higher in Early Childhood Education with a valid Education Certification/Licensure. Experience in preschool care administration preferred. Good time management skills, computer skills, and ability to manage many tasks at the same time. Pass a Criminal Background (BCI & FBI) check. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
RESPONSIBILITIES:	Coordinate daily preschool operations and curriculum implementation with the ECE Instructor. Establish and maintain preschool enrollment. Maintain all records as required by Mid-East, Ohio Department of Youth, and other agencies. Coordinate maintenance and supply ordering with the ECE Instructor. Implement and follow all CACFP regulations.
APPLICATION DEADLINE:	June 9, 2025
APPLY TO:	Stephanie VanDusen, Executive Secretary – Central Office

**MID-EAST CAREER AND TECHNOLOGY CENTERS
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