



Employment Opportunity

Director of Education

Date Available: Immediately

Minimum Education/Experience:

Bachelor's degree in Special Education, Child Development, or related field, Master's degree preferred. Three (3) years of experience in a school and/or Pre-K Program providing services to persons both typically developing and with intellectual developmental disabilities. Must have at least two (2) years of administrative, supervisory, management experience; or an equivalent combination of education and relevant experience.

Other Required Qualifications:

Is an State of North Carolina Qualified Intellectual Developmental Disabilities Professional (QIDDP). Currently holds a NC Administrator III credential from the Division of Child Development and Early Education (DCDEE), a North Carolina Standard Professional 2 Teaching Licensure in Birth-Kindergarten, Special Education Adapted Curriculum (K-12), or an equivalent licensure and experience teaching in Special Education classroom. May hold a North Carolina Standard Principal License. North Carolina residency required

Brief Description of Work Performed:

Knowledge with various entities such as NC Early Childhood Intervention Systems, NC Pre K, Smart Start, Head Start, Developmental Day School models and their administration duties, as well as, day care rules and regulations. Participate in and represent the Center with state-wide associations, county agencies, school system, etc. Assist with the development and monitoring of annual budgets and contracts. Ability to work well and collaborate with other schools/agencies in the community. Thorough knowledge of the principles and methods of instruction especially as they relate to persons with intellectual developmental disabilities. Thorough knowledge of current practices, trends and philosophy related to providing family support systems, education, and habilitation of persons with intellectual developmental disabilities. Working knowledge of program evaluation models and methods.

Hours/Days of Work:

Monday through Friday 8:30 a.m. - 5:30 p.m. (Exempt). Exempt positions can require more than 40 hours per week based upon agency needs.

Closing Date for Accepting Application:

Open until position is filled

Contact Person:

hr@tammylynncenter.org
Personnel Office Tammy Lynn Center for Developmental Disabilities
739 Chappell Dr Raleigh, NC 27606 919-755-2675

TLC Operations, Inc. is an equal opportunity employer and welcomes applications from anyone qualified.