



Child Care Aware MN Southern Program Director

Families First of Minnesota has an opening for a full-time, Program Director in the Child Care Aware MN Southern Program. The individual in this position has the general responsibility for coordination, supervision and management of the following areas: Early Childhood Professionals Training Program, Child Care Grants Program, Parent Aware Coach Program, and Child Care Capacity Building. Responsibilities also include contract management, fiscal management, public relations, researching, writing and preparing grants as well as assessing, reviewing and evaluating programs.

Qualifications for this position are a Bachelor's Degree (B.A.) from a four-year college or university and two to four years related experience and/or training. Individual must have strong management and supervisory background, leadership, organizational and communication skills as well as experience with budget management, early childhood, and human services program management. A candidate must have a valid Driver's License and reliable transportation.

Other skills required include computer/software expertise, excellent verbal and oral communication skills, and knowledge of Child Care Aware.

If you or someone you know is interested in applying for this position, please visit our website at <http://familiesfirst.iapplicants.com/>.

This position will remain open until filled. Families First of Minnesota is committed to creating a multi-cultural, bias-free agency.