



Southwestern Child Development Commission, Inc.

...excellence in early childhood education

Est. 1972

Employment Opportunity

Child Care Resource and Referral

NC Family Child Care Professional Development Anchor

Southwestern Child Development Commission, Inc. is honored to seek a qualified applicant with grant funding made possible by NC DHHS/DCDEE for a full-time position to support NC family child care programs. This position will provide state level support for technical assistance as a part of the NC CCR&R Family Child Care Project.

Qualifications: Applicants must have at least a Bachelor's Degree in Early Childhood Education/Business Administration or a related field. Minimum of 3 years of experience in early childhood education with NCICDP Level 11 Certification and Professional Development Endorsement preferred. Applicants should be proficient in current NC Child Care Licensure Rules & Regulations. Technology skills and knowledge or adaptability to learn and master multiple software applications is a must. Completed training and demonstrated competence with the Family Child Care Home Environmental Rating Scales preferred. Experience in leading or managing teams with an emphasis on skill development is preferred. Experience in developing early education trainings/curriculum is preferred. Previous experience as a Family Child Care educator or experience in supporting Family Child Care educators is a plus.

A willingness to continued personal and professional growth and a collaborative approach to team values of diversity and inclusion are required.

Applicants must have a valid NC Driver's License and a car available for work. Only those applicants most qualified based on education and experience will be interviewed.

To apply, submit an NC State Application for Employment (PD107) to Human Resources, Southwestern Child Development Commission (www.swcdcinc.org) or mail to: PO Box 250, Webster, NC 28788. Applications may also be faxed to (828) 631-1860 or emailed to: jobs@swcdcinc.org.

****SWCDC is committed to creating a diverse environment and is proud to be an equal opportunity employer. We do not discriminate in hiring and personnel procedures against any applicant for employment or employees because of race, national origin, religion, sex (including gender identity, sexual orientation, and pregnancy), age, disability or genetic information.***

Serving Cherokee, Clay, Graham, Haywood, Jackson, Macon, Swain Counties
A Child Care Resource and Referral Agency, 1-800-662-4158

Agency Mailing Address
PO Box 250
Webster, NC 28788
www.swcdcinc.org

Main Office
P. 828-586-5561
F. 828-586-4039

Haywood County Office
P. 828-456-4473
F. 828-452-1914

Cherokee County Office
P. 828-837-9155
F. 828-837-9191