

## Seeking a Passionate, Proficient Principal for an ECE Environment!

We are looking for a Principal with a passion for working with staff, families and the surrounding community of Walnut Grove, Langley, for our CEFA Baby and Junior Kindergarten programs.

### About CEFA:

CEFA Early Learning, established in 1998, is a full day early learning program designed for infants and children up to five years old. The enriched curriculum features a unique partnership of core subjects, such as reading and math with fine arts including drama and yoga, providing children with the freedom to learn and grow through play.

Our program has a reputation of highly developing a child's intellect and delivering the finest start in education, arts and the humanities. The full day early learning and junior kindergarten programs at CEFA are far beyond the typical child care programs found throughout Canada.

### Responsibilities:

The Principal's role is to inspire Teachers to become better Educators and to facilitate the implementation of the CEFA educational method and philosophy. The Principal will always be respectful of ideas, be a true listener and be prepared to bring countless resources and ideas to the table. **Requirements of the role include but are not limited to:**

- **Must have:**
  - led and managed a child care center with 100+ students/families
  - **15+ years** working in an ECE facility, a portion of that time being spent in a management capacity
  - previous experience managing a team of **20+ staff members**
  - **expert** knowledge of child care licensing regulations, and must possess a valid ECE license and Infant-Toddler license
- Have a strong working knowledge of the CEFA curriculum and general operational policies, and the ability and proficiency to ensure that said curriculum and policies are consistently carried out
- Provide stimulation, motivation, and mentorship to Teachers
- Responsible for all aspects of teacher hiring, orientations, terminations, and scheduling
- Must be a **self-starter**, as well as a proactive, solution-oriented **problem solver**
- Conducting new family/student interviews and fostering positive relationships with both pre-existing and new CEFA Walnut Grove families



- Monitor Teachers' progress and provide constructive feedback on a consistent basis
- Work a minimum of 15 hours per week in-class with Teachers, observing their activities
- Mentor Teachers to hone their skills and assisting them in continuing to develop in all areas
- Be able to talk knowledgeably about our program and the CEFA philosophy to families, staff and outside groups and individuals
- Should have a strong understanding of financial statements and bookkeeping, as well as a sharp business acumen

**Benefits provided:**

- Excellent benefits and compensation structure with bonus eligibility
- Full medical benefits after 6 months
- Tuition discount for your child(ren)
- Daily morning snack, lunch, and afternoon snack provided
- CEFA Methodology training

To apply:

Interested applicants who meet all of the qualifications should email their cover letters and resumes to: [langley@cefa.ca](mailto:langley@cefa.ca)

Only successful candidates will be contacted.

*Closing date:* Wednesday, May 31st, 2017 by 2:00 pm.