



Vice President of Child and Family Services

Full-time, Exempt

\$55,000 - \$60,000 annually

About Verner:

Verner is a nonprofit organization providing high-quality, affordable early care and education to children six weeks to five years old throughout Buncombe County, North Carolina. The organization provides 5-star comprehensive care and education to almost 300 children and their families at three centers and in partnership at the YWCA. As the only Early Head Start provider throughout Buncombe County, services are provided at centers and in the families' homes.

Verner uses a "wholistic" approach, assisting the entire family, and providing supportive services and programs such as Mothers on the Move (MOMs), Rainbow In My Tummy® and individualized case management to families in crisis. We accomplish our mission through four cornerstones, including: 1) High Quality Education, 2) Family Services, 3) Health & Nutrition, and, 4) Continuing Teacher Education.

Central to the Verner philosophy is the belief that children from all income levels and circumstances deserve high-quality early care and education. Over 80% of our families are low-income or below the federal poverty level.

THE OPPORTUNITY:

Verner, an innovative leader in the field of early care and education, is seeking a Vice President of Child and Family Services to lead 3 centers located across Buncombe County, NC.

The successful candidate must provide verifiable evidence of strong skills in effective leadership and management, impeccable integrity and professionalism, a passion for early care and education, a commitment to researched-based practices, dedication to continuous self-growth, and successful engagement of staff, families, volunteers, and community partners.

QUALIFICATIONS:

- Minimum of a Bachelor's degree in Birth to Kindergarten, Early Childhood Education, Child and Family Studies, Child Development or another degree with coursework in early childhood education; Master's degree preferred
- Minimum of 10 years of experience in the field of early childhood education, with 5 years in upper-level management position(s)
- North Carolina Admin Level III Credential
- At least 5 years of experience in successfully maintaining licensing regulatory standards
- Proficiency in MS Word, Excel, PowerPoint, and Outlook
- Strong written and oral communication skills
- Ability to work independently and collaboratively
- Leadership experience in an NAEYC accredited center or program preferred
- Experience in Reflective Supervision and knowledge of the Parallel Process
- Proven Ability to lead teams by encouraging accountability



RESPONSIBILITIES:

- Assists the President & CEO in translating “the Verner Way” to all stakeholders of the organization and for thorough implementation by all center staff and specialists.
- Supervises the Center Directors, Director of Curriculum, and Director of Child Development.
- Quickly resolves licensing, health, safety, compliance, and curriculum concerns at the centers in collaboration with the relevant Center Director(s) and other Vice Presidents as applicable.
- Serves on the Verner Senior Leadership Team.
- Develops and maintains oversight of budget preparation for all centers.
- Develops and maintains oversight of budget preparation for curriculum development and child development areas.
- Works in collaboration with all Vice Presidents to strategize and maintain program and budgetary integrity.
- Approves expenditures stemming from center budgets, as well as the curriculum development and child development budgets.
- Develops and oversees strategies to effectively meet all DCDEE licensing standards throughout all centers.
- Provides ongoing monitoring and adherence to standards and regulations set forth by other local, state, and federal regulatory agencies.
- Maintains oversight of Center Directors in regard to training requests and disciplinary actions.
- Provides assistance and oversight with center facilities and classrooms.
- Coordinates the staff Program Team.
- Manages subsidy program.
- Serves on interview teams for prospective classroom staff at all centers.
- Assists with coordination of new hire orientation of teachers in conjunction with HR staff.
- Assists with center tours as needed.
- Performs other duties as assigned.

BENEFITS:

All full-time Verner positions offer a competitive benefits package including Medical, Dental, matching 403b, Life Insurance, Paid Time Off, Holiday pay, and more.

Verner is an EEO employer. Verner is a Living Wage Certified Employer.