

The Acorn School/The Wilderness Early Learning Center

POSITION ANNOUNCEMENT

EXECUTIVE DIRECTOR

Position Description: The Acorn School/Wilderness Early Learning Center has an immediate opening for a senior level Executive Director. Reporting to the Acorn School/Wilderness Center Board of Directors, the Executive Director has overall strategic and operational responsibility for the Acorn/Wilderness Center programs and operations, and ensuring that quality programing, regulatory compliance, fiscal responsibility, organizational development/fundraising activities, and anticipated needs of internal and external customers are met. Specific responsibilities include, but are not limited to:

1. Design, complete and oversee the implementation of a strategic business plan for current and future operation of the Acorn School and the Wilderness Center.
2. Build, maintain, and support a strong Board of Directors that is engaged in setting and overseeing the strategic direction for ongoing operations and for fulfillment of the Wilderness Center's vision of a collaborative network of early childhood services for Boulder County.
3. Lead and develop a high-performance management team responsible for delivering high-quality services and experiences for children, maintaining effective systems to track regulatory compliance, and evaluating and effectively communicating program results to the board, funders, and other constituents.
4. Expand revenue generating and fundraising activities to support existing program operations and expansion, while simultaneously retiring building debt.
5. Deepen and refine all aspects of communications—from web presence to external relations with the goal of creating a stronger collaborative network of early childhood services for Boulder County.
6. Sustain and expand effective partnerships in the early childhood education community and with current and prospective funders, and with a wide range of community leaders.

Qualifications: This position requires strong nonprofit management knowledge and experience, a deep commitment to and knowledge of excellent early childhood care and education practices and regulations, and the ability to work effectively in collaborative partnership with parents, staff, volunteers, funders and with other early childhood service providers. A successful candidate should have demonstrated success in managing an organization in transition, and the ability to point to specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth. A successful candidate will have strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures. Advanced degree in business, education, non-profit management, organizational development, or a related field preferred. Competitive Salary and Benefits.

About The Acorn School/ Wilderness Early Learning Center

The Acorn School was founded in 1994 to provide high quality, accessible, early care and education programs for children of all backgrounds and income levels in Boulder County. Acorn's full-day, year-round early childhood education program serves children aged six weeks to six years in classrooms that

incorporate the best practices in early childhood education from low teacher-child ratios, small group sizes, qualified and well-trained caregivers, health/safety as a priority, and strong linkages to parents and the community. The Acorn School heads the Wilderness Early Learning Center, a collaborative community project which parallels the principles of the Early Childhood Council of Boulder County's "Early Childhood Framework." The Wilderness Center opened the doors to its new comprehensive early learning center in September, 2012. In addition to the Acorn School, tenant/partners include Boulder County Head Start, the Boulder Institute for Psychotherapy and Research, the Child Learning Center, Kid Connects, PlayTherapy Institute of Colorado, TLC Learning Center, and the Wellness Initiative. For more information see <http://www.theacornschool.org>.

Application Procedures: Qualified candidates should send electronically a cover letter, resume, three references, and salary requirements to: Pat@patreadconsulting.com. Please indicate ACORN ED APPLICATION in the subject line of your email. No phone calls please. **Open until position is filled.**