



STATE OF NORTH CAROLINA
invites applications for the position of:

Director, Division of Child Development and Early Education

JOB CLASS TITLE: Human Services Division Director III

POSITION NUMBER: 60038598

DEPARTMENT: Dept of Health and Human Services

DIVISION/SECTION: DCDEE

SALARY RANGE: \$82,630.00 - \$157,373.00 Annually

SALARY GRADE / SALARY GRADE EQUIVALENT: GN21

COMPETENCY LEVEL: Not Applicable

APPOINTMENT TYPE: Permanent Full-Time

WORK LOCATION: Wake County

OPENING DATE: 11/22/19

CLOSING DATE: 01/07/20 5:00 PM Eastern Time

DESCRIPTION OF WORK:

Director, Division of Child Development and Early Education

This is an Exempt Policy-Making position.

The NC Department of Health and Human Services is seeking a visionary executive to lead the Division of Child Development and Early Education (DCDEE).

This position requires an active knowledge of the development and delivery of comprehensive early care and education services and the ability to direct strategic initiatives which address root causes of inequities in access, reduce barriers to services, and enrich systems that contribute to the well-being of young children and families across the state. The ideal candidate will demonstrate:

- a strong knowledge of current law and policy, trends, and best practices in early care and education
- a commitment to working effectively with families, communities, policymakers, and stakeholders to achieve better outcomes for young children
- a deep understanding of the interdependencies between young children's physical and behavioral health, safety and early learning
- a dedication to working within and contributing to an integrated early childhood health, mental health, family strengthening, and early learning services delivery system

Job Specific Responsibilities

- Serves as the State Child Care Administrator of NC under the Federal Child Care and Development Fund and the Director of the NC Prekindergarten Program
- Represents the Division and DHHS at the General Assembly, interagency meetings, ad-hoc committees, work groups, and task forces
- Provides leadership in long-range comprehensive planning to meet Division performance and fiscal goals
- Formulates Division policy, guidance, and procedure within state and Federal guidelines to accomplish goals and objectives for the Division in collaboration with other DHHS agencies and State Government administrators
- Works closely with the NC Child Care Commission in their work to promulgate rules for child care licensing
- Coordinates efforts among agency partners that make up NC's early childhood system including advocacy groups, commissions, council, community groups, and other service agencies concerning issues related to child development services

About Division of Child Development and Early Education:

The mission of the Division of Child Development and Early Education (DCDEE) is to promote and support high quality early care and education to build a stronger social and economic future for North Carolina.

The Division of Child Development and Early Education is responsible for a variety of programs which foster positive child development and provides support for early childhood education. The work of the Division includes the regulation of child care centers and homes, administration of the State's subsidized child care program, administration of the NC Pre-K program to enhance school readiness for at-risk four-year olds, support of professional development of the early care and education workforce, oversight of activities to improve the quality of child care funded through the Child Care and Development Fund and the Early Learning Challenge Grant, coordination with the North Carolina Partnership for Children in the administration of Smart Start initiatives, and collaboration with other partners in the early childhood system.

The Director's Office is specifically responsible for managing all (nearly 300) personnel within the division; reviewing research on early childhood development issues; responding to requests from the General Assembly, the Department of Health and Human Services, partner agencies, agencies from other states and the public.

This position is **Salary Grade GN21**

KNOWLEDGE, SKILLS AND ABILITIES / COMPETENCIES:

- Broad knowledge of current child development and early education trends, policies, best practices, and laws
- Considerable understanding of the policies, procedures and funding mechanisms of the state and federal programs that govern early care and education services
- Demonstrated experience directing a broad range of programs, services and staff
- Strong administrative, operational and fiscal management capabilities
- Working knowledge of quality/risk management considerations and ability to implement corrective action plans
- Proven experience establishing and maintaining successful working relationships with consumers, policymakers, advocates, stakeholders and community leaders

Management prefers applicants with the following:

- An advanced degree in child development, related human service field, education, public policy, business or business administration
- 10+ years of broad management experience, preferably in early care and education
- Knowledge of NC licensure and national accreditation standards for early care and education programs strongly preferred

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

Master's degree in a discipline relative to the program, business, or public administration from an appropriately accredited institution and seven years of managerial or supervisory experience in a closely related programmatic area

or

Bachelor's degree as indicated above from an appropriately accredited institution and nine years of experience in a closely related program, eight of which must be managerial or supervisory experience in a closely related programmatic area

or

An equivalent combination of education and experience

SUPPLEMENTAL AND CONTACT INFORMATION:**NC DEPARTMENT OF
HEALTH AND
HUMAN SERVICES**

In collaboration with our partners, the North Carolina Department of Health and Human Services provides essential services to improve the health, safety and well-being of all North Carolinians.

The North Carolina Department of Health and Human Services is an Equal Opportunity Employer.

The DHHS Division of Human Resources (DHR) follows the State Human Resources Employment of Relatives Policy. Applicants who have relatives or people living in the same household, will not be considered for job vacancies in the DHR at those locations. For a complete definition of immediate family member, please see the State Human Resources Workforce Planning, Recruitment and Selection Policy, Section 2, Page 38.

Positions in the Division of State Operated Healthcare Facilities shall be subject to pre-employment drug testing and criminal record background checks. Also, the use of tobacco products of any kind including vapor products are prohibited from our campuses. All employees are required to adhere to the facility's Vaccination Policy.

Due to the volume of applications received, we are unable to provide information regarding the status of your application over the phone. To check the status of your application, please log in to your account. You will either receive a call to schedule an interview or an email notifying when the job has been filled.

For technical issues with your applications, please call the NEOGOV Help Line at **855-524-5627**. Applicants will be communicated with, via email only, for updates on the status of their application. If there are any questions about this posting other than your application status, please contact HR at 919-855-3477.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.oshr.nc.gov/jobs/index.html>

NOTE: Apply to the department listed on posting
An Equal Opportunity Employer, NC State Government

Position #19-11052
DIRECTOR, DIVISION OF CHILD DEVELOPMENT AND EARLY
EDUCATION
SO

noreply@nc.gov

Director, Division of Child Development and Early Education Supplemental Questionnaire

- * 1. Which of the following best describes the number of years in which you have management experience?
- None
 - Less than three years
 - 3 to 7 years
 - More than 7 years but less than 10 years
 - 10+ years
- * 2. Please briefly describe how you have developed a strong knowledge of NC licensure and national accreditation standards for early care and education programs through your education and work experience.
- * 3. Please briefly describe how you have developed a strong knowledge of the policies, procedures and funding mechanisms of the state and federal programs that govern early care and education services through your work experience.
- * 4. Where did you learn about DHHS or this opportunity?
- Company or OSHR Website
 - Employee Referral
 - Professional Association or Industry-specific job board
 - Conference / Career Fair
 - LinkedIn
 - Other Social Media
 - Internet Advertisement
 - TV / Radio
 - Indeed
 - Other General Job Boards
 - Google
 - Other Search Engines
- * 5. Please give additional detail where you learned of DHHS or this opportunity. (e.g., APA Annual Meeting in NYC in May 2018, Facebook, Doximity, NC Substance Abuse Professional Practice Board, etc.)
- * Required Question