VACANCY: EXECUTIVE DIRECTOR

After ten (10) years of significant organizational growth and development under the direction of its retiring Director, the governing board of the Early Learning Coalition of Pasco and Hernando Counties, Inc., a 501(c)3 non-profit organization located in West Central Florida, seeks qualified applicants to assume this position no later than May 1, 2018.

JOB DESCRIPTION: www.phelc.org/employment.PHP

The Coalition annually supports early education and childcare programs for 13K eligible children (birth thru 12), resident of the bi-county area, via $27M in federal, state and local funds.

Additional information is available from the Coalition’s website, www.phelc.org or by contacting (email only) Administrative Assistant Ramute Jakubauskas: r.jakubauskas@phelc.org

The Search Committee will review only complete applications. Interested candidates must provide the following materials in order to comprise a completed application:

- Letter of Interest
- Current Resume of Professional Training and Experience
- Three (3) written professional references
- OFFICIAL Transcripts of all undergraduate and graduate (if applicable) degree work

Materials may be provided, either electronically or by mail, to:

Executive Director Search Committee, Board of Directors
Attention: R. Jakubauskas (r.jakubauskas@phelc.org)
Early Learning Coalition of Pasco and Hernando Counties, Inc.
15506 County Line Road
Spring Hill, Florida 34610

While this position remains open for receipt of applications until filled by the Board of Directors, the Board anticipates filling this position on/about November 20, 2017.

PLEASE NOTE: ALL communications with the Coalition are Public Records, subject to public disclosure upon request of the media, individuals, interested organizations and other entities.

- The Early Learning Coalition of Pasco and Hernando Counties is an Equal Opportunity Employer -