



First Presbyterian Church of Petaluma  
and Happy Day Presbyterian School



## Position Announcement

# Preschool Director

First Presbyterian Church of Petaluma is looking for a full-time Director for our preschool, Happy Day Presbyterian School.

Happy Day ministers to 75+ children with programs for age 3 through Pre-Kindergarten. Happy Day has earned a reputation, over 32 years, for providing safe and loving care for children as they develop their foundation for education in a Christian environment.

Benefits include health & disability insurance and vacation.

Major areas of responsibilities include:

- Oversee three preschool classrooms, curriculum and enrollment.
- Hire, train and supervise staff
- Work with parents and families
- Coordinate preschool with other church programs
- Develop and oversee the preschool budget...

A qualified director will:

- Demonstrate Christian faith, maturity and active participation in church.
- Demonstrate a passion for children and a desire to nurture and equip them in a Christian context
- Fulfill all education and employment qualifications required by the Child Care Licensing Office, California Department of Social Services
- Possess experience in teaching, leadership and administration, strong organizational, relational and communication skills...

For more information, including the position description, go to our website: [www.petalumafirst.com/staff/](http://www.petalumafirst.com/staff/) or call 707-762-8269.

To apply send your letter and resumé to: First Presbyterian Church  
939 B Street, Petaluma, CA 94952  
Attention: Preschool Director Position  
Email: [fpcp@petalumafirst.com](mailto:fpcp@petalumafirst.com)  
FAX: 707-762-7403

