



DIRECTOR OF DAYCARE AND PRESCHOOL EDUCATION

Prosserman JCC Early Childhood Education Centre

Grow Your Career. Lead with Heart. Make an Impact.

Job Type: Full Time

Salary: \$80,000–\$85,000 annually plus comprehensive benefits and perks

Schedule: 9-hour scheduled shift based on operational needs **8:00 AM–5:00 PM** | **8:30 AM–5:30 PM** | **9:00 AM–6:00 PM**

Location: Prosserman JCC, 4588 Bathurst Street, North York (Bathurst St/Sheppard Ave)

Who We Are:

The **Jewish Community Centre (JCC)** is more than a workplace, it's a vibrant hub of **community, culture, connection, and growth**. At the ProssermanJCC Early Childhood Education Centre, our **12-classroom licensed daycare and preschool** takes a holistic approach to early learning, through our dynamic and nurturing programming which combines high-quality early childhood education with **Jewish values, traditions, culture, and meaningful experiences**.

Our vision is to be the centre of a thriving Jewish community. Our mission is to be a hub of community, dedicated to the enrichment of Jewish life through meaningful shared experiences. Our values guide how we work every day:

- **We Care about People:** People are our heartbeat, and we are committed to understanding, supporting and elevating each person in our community.
- **We Find a Way:** We bring a problem-solving mindset and resilient energy, looking for the opportunity in every challenge.
- **We Believe Small Things Matter:** An encouraging word, a thoughtful detail, a moment of presence. The smallest gestures often create the greatest impact.
- **We Work Better Together:** Collaboration, mutual respect, open communication and transparency are the foundation of a healthy team and a thriving community.

Are YOU Our Director of Daycare and Preschool Education?

Our Prosserman JCC Daycare and Preschool Education Centre, situated on the magnificent Sherman Campus in North York (Bathurst/Sheppard major intersection), is one of our flagship JCC programs, licensed for 245 children from infant to JK/SK across 12 classrooms in our state-of-the-art facility. Our dedicated educators provide a safe, nurturing, warm, professional and enriched learning experience infused with Jewish values and experiential learning, guided by Sheva, the ELECT framework and How Does Learning Happen?

We are looking for a dynamic, hands-on and expert Director to lead the day-to-day educational quality, operations and management of the centre. Working collaboratively with the Senior Director of JCC ECE Centres, you will ensure the centre meets its licensing requirements, reflects the JCC's vision and strategic priorities, and delivers educational excellence for every child and family.

What You'll Do:

Program and Educational Leadership

- Lead the design, implementation and evaluation of an integrated Jewish, developmentally appropriate curriculum grounded in Sheva, the ELECT framework and How Does Learning Happen?



- Ensure consistent, high-quality practice across all classrooms through regular observations, constructive feedback, mentoring and professional development.
- Partner with families and the Parent Teacher Group, providing timely, responsive communication and resolving concerns promptly.
- Support children, families and staff in their Jewish journeys through meaningful learning experiences and holiday celebrations.

Staffing Management

- With HR and the Senior Director, oversee recruitment, hiring, onboarding, training, scheduling and performance management, including annual reviews.
- Provide hands-on leadership to the Assistant Director, educators, assistant teachers, Hebrew teacher and specialty program providers, with clear expectations and accountability.
- Maintain productive labour relations by liaising with union representatives and applying the Collective Agreement consistently.
- Strengthen staff engagement and retention, and work with the Joint Health and Safety Committee to keep the workplace healthy and safe.

Budget, Operations and Compliance

- Hold accountability for Ministry licensing, City of Toronto, Public Health, health and safety and AQI requirements, including inspection readiness and follow-up.
- Develop staffing plans that meet Ministry ratios and cover breaks, vacations and program needs, and oversee smooth daily operations with the Assistant Director.
- Manage expenses within the approved budget, review monthly variances and recommend corrective action.
- Work with the City of Toronto on subsidy agreements, and with the Director of Admissions and Operations on enrolment, capacity and waitlists.

Leadership and Collaboration

- Foster a respectful, inclusive, collaborative and professional environment for children, families and staff.
- Keep the Senior Director informed and consult on significant staffing, parent, licensing and budget matters.
- Collaborate with Camp, Programs, JCC Sports and Membership to connect daycare families with the broader JCC, including as children transition out of the centre.
- Drive continuous improvement in program quality, the family experience and the centre's overall effectiveness.

What You Bring:

- **Registered Early Childhood Educator (RECE) in good standing – required**
- Administrative experience in a **licensed childcare or early childhood education environment**
- Strong knowledge of the **CCYEA** and **Ministry licensing requirements**
- Experience with union collective agreements an asset
- Knowledge of **ELECT** and *How Does Learning Happen?*
- Leadership, supervisory, Lead RECE, or coordination experience is an asset
- A passion for **holistic, child-centred early learning**
- Strong communication, organization, and problem-solving skills
- Creativity and experience supporting a hands-on Reggio style learning environment
- A natural ability to coach, support, and bring out the best in others
- A warm, collaborative, and hands-on leadership style
- An appreciation for **Jewish culture, values, traditions, and connection to Israel**



Why Join the JCC?

- **Opportunity for Career Growth:** Build your leadership experience and grow your career within the JCC
- **Free JCC Fitness Membership and staff discounts on programs**
- **Medical & Dental Benefits**
- **Paid Time Off**, including sick days, vacation and all the Jewish holidays that fall on work days
- The opportunity to make a meaningful impact on **children, families, and educators every day and the community at large**

We welcome and encourage applications from all qualified candidates. Accommodation is available upon request throughout all stages of the hiring process and will be provided wherever possible. **Please submit your resume to Lia Baird, HR Generalist, at lia@srcentre.ca no later than November 5, 2026.**

We appreciate your application; however, we will only be contacting the candidates we wish to interview.

Don't self-select out if you're missing a bullet point or two of this job description from your resume. We are open to candidates of all backgrounds and are committed to cultivating a diverse and inclusive team. If this job description energizes you, let's talk. The JCC does not use AI in hiring selection.