

Early Childhood Education Placement Application

USCJ and the Jewish Educators Assembly (JEA) can assist in your search for a new early childhood education director. Please complete the form on the followed page and return it with a job description to USCJ's Early Childhood Education Specialist, Dr. Eileen Flicker at flicker@uscj.org.

Placement Support Services:

- Consultation with Dr. Flicker:
 - Development of Search Process
 - Assistance with Interview Questions
 - Guidance on Director Qualifications
 - Information about Early Childhood Education and Jewish Job Boards
- Share Placement Application and Job Description with JEA's Membership
- JEA Job Coaching:
 - Contracts
 - Negotiations
 - Interview Techniques

Job Description *must* include the following:

- Position title
- Required qualifications and experience
- Hours
- Responsibilities
- Description of synagogue and school
- Salary, benefits, working conditions

USCJ is not responsible for reference checks of new directors nor does USCJ endorse the candidacy of any referrals made through our placement services.

Early Childhood Education Placement Application

Today's Date

Date of Anticipated Vacancy

Primary Contact Information

Name

Position

Email

Phone

Name of Synagogue

Address of Synagogue

School Information

Name of School

Address of School

of Children Enrolled in School

Age Groups

Name of Current Director

Years in Current Position

Is the current director aware of this search? Yes No

Reason for Existing Vacancy

Placement Services Requested

Consultation with Dr. Flicker

Share with JEA's Membership

JEA Job Coaching

Additional Information about Position: