

Preschool and Childcare Center Directors

SOC: 11-9031 • Career Profile Report

■ Key Facts

\$56,270 Median Salary	2,300 Employment	-3.0% Growth Rate
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■ Requirements & Salary Range

Education: Bachelor's degree

■ Automation Risk Assessment

Low Risk - 18.0% probability of being automated in the next 10-20 years.
This job is relatively safe from automation due to its creative, social, or complex problem-solving requirements.

■ Work-Life Balance

9.5/10 - Excellent work-life balance

■ Personality Fit (RIASEC)

Higher scores indicate better personality fit for this career type.

Realistic	4.2/10	Investigative	6.8/10
Artistic	4.4/10	Social	7.8/10
Enterprising	8.6/10	Conventional	7.4/10

■ Top Skills Required

Business skills, Communication skills, Interpersonal skills, Leadership skills, Organizational skills

✓ Strengths

- High Demand
- Flexible Work
- Continuous Learning

■ Challenges

- Burnout Risk
- Rapid Technological Change

■ What They Do

Preschool and Childcare Center Directors typically perform the following tasks:

- Confer with parents and staff to discuss educational activities and policies and students' behavioral or learning problems.
- Monitor students' progress and provide students and teachers with assistance in resolving any problems.
- Recruit, hire, train, and evaluate primary and supplemental staff and recommend personnel actions for programs and services.
- Teach classes or courses or provide direct care to children.
- Set educational standards and goals and help establish policies, procedures, and programs to carry them out.
- Determine the scope of educational program offerings and prepare drafts of program schedules and descriptions to estimate staffing and facility requirements.
- Determine allocations of funds for staff, supplies, materials, and equipment and authorize purchases.
- Direct and coordinate activities of teachers or administrators at daycare centers, schools, public agencies, or institutions.
- Prepare and maintain attendance, activity, planning, accounting, or personnel reports and records for officials and agencies, or direct preparation and maintenance activities.
- Plan, direct, and monitor instructional methods and content of educational, vocational, or student activity programs.
- Review and interpret government codes and develop procedures to meet codes and to ensure facility safety, security, and maintenance.
- Review and evaluate new and current programs to determine their efficiency, effectiveness, and compliance with state, local, and federal regulations and recommend any necessary modifications.
- Collect and analyze survey data, regulatory information, and demographic and employment trends to forecast enrollment patterns and the need for curriculum changes.
- Inform businesses, community groups, and governmental agencies about educational needs, available programs, and program policies.
- Write articles, manuals, and other publications and assist in the distribution of promotional literature about programs and facilities.
- Prepare and submit budget requests or grant proposals to solicit program funding.
- Organize and direct committees of specialists, volunteers, and staff to provide technical and advisory assistance for programs.