



WE ARE HIRING

Assistant to Executive Director – Independent Contractor

Interested candidates are invited to submit their resume and cover letter.

REQUIREMENTS :

- An In-depth Understanding of Head Start And Early Head Start Preschool Program
- An In-Depth Understanding of the Early Care and Education Ecosystem in the state of Indiana.
- Relationships with Key Constituents in Head Start in Indiana and with Multiple Departments within the State of Indiana Government.
- Minimum 5 Years Experience & Ability to be a Team Player

POSITION:

- Assistant to the Executive Director
- Independent Contractor Role
- Development and Management of IHSA Professional Development Offerings
- Management of IHSA Internal Committees
- Administration of IHSA Daily Communications with IHSA Membership

APPLY NOW!

More Information

Email our Executive Director,
Rhett Cecil, at:

rcecil@indianaheadstart.org

**Send your Resume & Cover
Letter Letter to :**

rcecil@indianaheadstart.org

Subject

IHSA-HIRING

**Please note that only the selected applicant
will be notified.*