DIRECTOR SEARCH

FIRST PRESBYTERIAN PRESCHOOL

Atlanta, Georgia
firstprespreschoolatl.org

Start Date: July 2027



Philosophy

We strive to provide a high-quality academic education within a Christian environment of love, support, and acceptance. We pursue a learning community that nurtures creativity and critical thinking and in which children develop skills that prepare them for their next academic steps.

Each child at First Presbyterian Preschool is celebrated as a unique creation of God. Therefore, we attempt to individualize instruction to meet the needs and skills of each student. We do this in an atmosphere of love and understanding rather than a climate of pressure. The Preschool welcomes and celebrates children and families of all ethnic, racial, religious, and cultural backgrounds.

At a Glance



Established
1946



Total enrollment
98



Total faculty
20



Financial aid awarded
$17,000



Students Receiving Aid
9%



Student-teacher ratio
12:2



Endowment
$512,645



Annual operating budget
$1,2000,000



Campus size
13,500 sq feet



Overview

Located in the heart of midtown Atlanta and connected to a church with deep connections in the community, First Presbyterian Preschool (FPP) provides an early education experience for preschool and kindergarten-aged children (ages 18 months to 6 years) grounded in community, nurturance, and spirituality. A Reggio-inspired program, FPP teachers connect with each student in a school that boasts small student-teacher ratios and prepares children for great success at independent and public schools in greater Atlanta.

The longest running preschool in Georgia, FPP is part of First Presbyterian Church, Atlanta's first Presbyterian house of worship and an organization committed to community ministries, including supporting the homeless, women in transition and redemption after prison programs. A preschool surrounded by the city's best institutions for art and culture, FPP partners with the High Museum of Art, the Alliance Theater, MODA, and the Atlanta Public Library to bring enhanced learning opportunities to its young learners.

First Presbyterian Preschool seeks a Director who will lead the school with warmth, clarity, and a deep commitment to community while stewarding a legacy that has supported children and families for eight decades.

The next Director has an opportunity to build on the school's legacy while strengthening its future. Our teachers are eager for a leader who prioritizes relationships, communication, and professional growth. The Director will help cultivate a culture of trust and professionalism among staff while strengthening collaboration between the preschool and First Presbyterian Church so both ministries move forward.



The Director shapes and sustains the culture of the preschool, creating an environment where children flourish, teachers feel supported, and families feel welcomed. Through strong relationships, clear communication, and thoughtful leadership, the Director will foster a workplace where teachers feel valued and equipped to do their best work. The Director partners closely with teachers to ensure they feel supported, equipped, and connected to the shared mission of the school.

The Director also provides strong leadership for the preschool's administrative team, including the Assistant Director and other administrative staff, ensuring clear expectations and effective collaboration while overseeing daily operations.

The Director is expected to be a visible and engaged leader within the school, building daily relationships with teachers, children, and families and helping cultivate the strong sense of community that defines First Presbyterian Preschool.

The Director reports to the Preschool Board of Directors and oversees staff, curriculum, enrollment, and operations in alignment with the philosophy of First Presbyterian Preschool and the standards of SACS for Early Childhood Programs.

Key Responsibilities

Culture and Community Leadership

- Build a warm and supportive culture where children, families, and teachers feel welcomed and
- valued
- Maintain a visible presence throughout the school by regularly visiting classrooms and supporting
- teachers
- Foster open communication and mutual respect among teachers, families, and church leadership
  Strengthen the partnership between the preschool and First Presbyterian Church
  Model professionalism, integrity, and relational leadership within the preschool community



Staff Leadership and Development

- Recruit, hire, supervise, and evaluate preschool staff according to school and church policies
- Provide strong leadership and direction to the preschool's administrative staff, ensuring effective collaboration across the leadership team
- Establish meaningful performance reviews and clear expectations for teachers and staff
- Provide coaching, mentoring, and professional development opportunities for teachers
- Lead regular staff meetings and oversee orientation for new employees
- Support and encourage teachers while also setting clear expectations for professionalism, collaboration, and high-quality classroom practice

Program and Student Support

- Ensure implementation of a high-quality, developmentally appropriate curriculum
- Support teachers in classroom management and child development practices
- Work with teachers to provide appropriate intervention for children who may need additional support
- Assist teachers in preparing documentation for children applying to independent schools

Family Engagement and Enrollment

- Build strong relationships with families through regular communication and daily interaction
- Conduct tours for prospective families and support enrollment efforts
- Encourage family engagement through events and communication
- Represent the preschool positively within the broader community

Operations and Administration

- Oversee the daily operations of the preschool and ensure smooth classroom functioning
- Maintain required child and staff records, including enrollment, health documentation, and training records
- Ensure compliance with SACS standards and applicable regulations
- Oversee health, safety, and emergency procedures consistent with church protocols



Governance

- Communicate regularly with the Chairman of the Preschool Board regarding key issues and opportunities
- Attend and report at monthly Board of Directors meetings
- Assist the Board in preparing and managing the annual preschool budget
- Serve as an ex-officio member of preschool committees
- Maintain and update the Parent and Staff Handbooks in alignment with church policies
- Attend and report out at regular Session meetings for First Presbyterian Church

Qualifications

Required

- Bachelor's degree in Early Childhood Education, Child Development, or related field
- Significant experience working with young children and leading staff in an early childhood education setting
- Strong interpersonal and communication skills with the ability to build meaningful relationships
- across staff, families, and church leadership
- Demonstrated ability to evaluate classroom environments, staff performance, and program
- effectiveness
- Current infant/child CPR and first aid certification or completion within 30 days of employment
- Valid driver's license with a clean driving record
  Satisfactory criminal background check
  Completion of Stewards of Children "Darkness to Light" training

Preferred

- Master's degree in Early Childhood Education, Child Development, or related field
- Experience with SACS standards or SACS / NAEYC accreditation
- Leadership experience within a church-affiliated preschool or educational ministry

Learn More

Click on the links below to learn more about First Presbyterian Preschool.

School Website

Core Values and Beliefs

Curriculum

About Atlanta, Georgia



To Apply

Interested and qualified candidates should submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position;
- A current resume;
- A list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission).

Please submit application materials to:
FPPBoard@firstpresatl.org