



Executive Director

Dallas, TX

Christ Lutheran Preschool (CLP) is a ministry of Christ Lutheran Church dedicated to providing exceptional early childhood education in a faith-based environment. Through a commitment to academic excellence, spiritual growth, and child development, CLP serves children and families while fostering meaningful connections within the church and the broader community. The program operates Monday through Friday, from 7:30 a.m. to 5:30 p.m., and serves approximately eighty children, two months through five years of age, in seven classrooms.



Position Summary

Christ Lutheran Preschool seeks a visionary and mission-driven Executive Director to lead all aspects of the organization, including educational programming, strategic planning, operations, financial stewardship, staff leadership, enrollment growth, and community engagement.

Reporting to the Pastor and working closely with the CLP Board of Directors, the Executive Director provides overall leadership for the preschool, ensuring excellence in program delivery, regulatory compliance, accreditation standards, fiscal management, and organizational culture.



Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com

This role offers a unique opportunity for an experienced educational leader to shape the future of a thriving Christian preschool while advancing its mission, strengthening community relationships, and supporting the development of young children and families.

Key Responsibilities

Strategic & Organizational Leadership

- Provide vision, leadership, and direction for all preschool programs and operations.
- Develop and execute strategies that support the mission, growth, and long-term sustainability of the school.
- Serve as an ex-officio member of the CLP Board and partner with Christ Lutheran Church council on organizational priorities.
- Foster a faith-based culture for students, families, faculty, and staff.

Educational Excellence

- Lead the ongoing development, evaluation, and enhancement of early childhood educational programs.
- Ensure alignment with Texas licensing requirements and accreditation standards.
- Stay current on emerging research, trends, and best practices in early childhood education.
- Champion continuous improvement in curriculum, instruction, and student outcomes.

Financial & Operational Management

- Direct annual budgeting, financial planning, and operational oversight.
- Ensure appropriate financial controls, accountability, and reporting practices.
- Oversee facility operations, safety programs, inspections, and regulatory compliance.
- Support effective resource allocation to meet organizational objectives.

Enrollment Growth & Community Engagement

- Lead enrollment and retention strategies to support sustainable growth.
- Oversee marketing and outreach initiatives.
- Build strong relationships with parents, congregation members, community partners, and educational organizations.
- Represent CLP within professional and faith-based educational networks.

Performance Development of Preschool Staff

- Recruit, develop, mentor, and retain a high-performing staff.
- Foster a culture of collaboration, accountability, and professional growth.
- Oversee performance management, training, and staff development initiatives.
- Ensure compliance with all applicable employment policies and practices.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com

Qualifications

- Bachelor's degree in Early Childhood Education, Child Development, Elementary Education, or a related field is required.
 - Advanced degree preferred.
- Demonstrated leadership experience in early childhood education, private education, nonprofit management, or a related setting.
- Texas Child-Care Center Director Credential (or ability to obtain/maintain as required).
- Strong understanding of budgeting, financial management, and organizational operations.
- Proven success leading teams, managing change, and driving organizational growth.
- Excellent communication, relationship-building, and leadership skills.
- Commitment to Christian values and the mission of Christ Lutheran Preschool.

Desired Leadership Competencies

The ideal candidate will demonstrate:

- Strategic thinking and long-range planning abilities
- Effective leadership and team development skills
- Financial and operational acumen
- Strong communication and interpersonal skills
- Sound judgment and problem-solving capabilities
- Emotional intelligence and conflict resolution skills
- High ethical standards and personal integrity
- A collaborative, servant-leadership approach



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com



To Apply

Interested candidates should submit a **resume** and **cover letter** to:

John P. Faubert
Director of Placement
Carney Sandoe & Associates
john.faubert@carneysandoe.com

and

Amanda A. Gastel
Placement Counselor
amanda.gastel@carneysandoe.com

Please do not contact the school directly.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates
The Search Group
200 High Street, Suite 610, Boston, MA 02110
T 617.542.0260 · F 617.933.3426
search@carneysandoe.com · carneysandoe.com