



Director of Tessellations Children's Center

Reports to: Director of Primary School and Director of Operations & Facilities

Location: Tessellations School, Cupertino, California

Start Date: July 1, 2026

Overview

The Director of the Children's Center provides overall leadership for the preschool program, ensuring excellence in pedagogy, curriculum, staff development, admissions, family partnership, and program operations.

The Director advances the educational vision of the Children's Center, rooted in the Beneventi 10, while ensuring alignment with the broader mission and strategic direction of Tessellations.

This role combines classroom supervision, evaluation, and engagement with leadership responsibilities and serves as the primary spokesperson for the preschool program.

Time Allocation

- 25% Classroom Teaching / On-the-Floor Presence
- 75% Program Leadership, Pedagogy, Staff Development, Admissions, and Administration
- This is a Full Time position: 7:45am-4pm Monday to Friday

Core Responsibilities

Program Leadership & Strategic Alignment

- Serve as a member of the school-wide program leadership team
- Represent and advocate for the Children's Center within the Tessellations community

- Work with the Director of Primary School to ensure alignment on educational philosophy and the instructional model between the preschool program, Transition Kindergarten and Kindergarten
- Contribute to strategic planning for the development and growth of the Children's Center
- Lead future program expansion initiatives when appropriate

Pedagogy, Curriculum & Assessment

- Provide instructional leadership for early childhood teaching and learning.
- Ensure curriculum reflects developmentally appropriate, inquiry-based learning, and emergent curriculum for gifted young people aligned with Tessellations' philosophy
- Observe teachers regularly, including supervision at various times in the day, and provide instructional coaching
- Support teachers in implementing intellectually rich and engaging learning experiences
- Ensure documentation of curriculum and assessment practices.

Staff Leadership & Professional Development

- Hire, mentor, and supervise preschool staff
- Conduct classroom observations and performance evaluations
- Lead professional development for early childhood educators
- Conduct regular one-on-one meetings with staff to support professional growth and accountability
- Foster a collaborative professional culture aligned with Tessellations' values: kind hearts, integrity, open minds, and generosity

Family Partnership & Parent Education

- Serve as the primary contact and spokesperson for Children's Center families
- Communicate clearly and proactively with families about curriculum, student growth, and learning goals
- Attend and participate in family conferences and other key touchpoints throughout the school year
- Develop and lead parent education programs related to early childhood development and gifted learners
- Maintain strong relationships with the Tessellations Parent Association and families to support community engagement and retention and sense of community
- Communicate regularly with families through newsletters, meetings, and events

Admissions & Kindergarten Placement

- Partner with the Director of Admissions to manage the preschool admissions process
- Conduct tours and meet with prospective families
- Support enrollment strategies to maintain balanced class sizes
- Guide families through kindergarten placement, both within Tessellations and at external schools
- Collaborate with the Director of Primary School to ensure alignment of the process between preschool and TK, and Kindergarten programs

Financial & Program Management

- Develop and oversee the Children's Center budget
- Monitor enrollment and financial performance
- Work with the business office on financial planning
- Support long-term planning for program sustainability and growth

Community Engagement

- Represent the Children's Center at school-wide events and initiatives
- Communicate program goals and instructional philosophy to students and families as appropriate
- Partner with admissions and communications teams on outreach and marketing
- Partner with school leadership to plan events, exhibitions, or publishing opportunities that showcase student learning

Leadership Attributes

- Deep commitment to progressive, student-centered learning and the unique needs of gifted students.
- Skilled at balancing high expectations with empathy, adaptability, and collaboration.
- Strong understanding of asynchronous development, neurodiversity, and the emotional landscape of gifted adolescents.
- Reflective, curious, and committed to continuous professional growth—for self and others.
- A visible and engaged presence within the school community.
- Collaborative mindset with the ability to lead across disciplines, particularly in partnership with the History Department.

Note: This role includes both teaching and leadership responsibilities.

Required Qualifications

- Child Development Site Supervisor Permit or Program Director Permit issued by the California Commission on Teacher Credentialing, or eligibility to obtain the permit
- Minimum 24 semester units in Early Childhood Education or Child Development
- At least 3–5 years teaching experience in a licensed preschool program
- At least 2–3 years of leadership or supervisory experience
- Knowledge of California childcare licensing regulations (Title 22)

Preferred Qualifications

- Bachelor's or Master's degree in Early Childhood Education, Child Development, or related field
- Experience leading inquiry-based or progressive early childhood program
- Experience and knowledge of giftedness

Compensation

Salary range: \$105,000 - \$125,000

Benefits include medical, dental, vision, life, short-term disability, 401(k), flexible spending account, paid time off, holidays, and school breaks.

To Apply

Please submit a cover letter and resume to careers@tessellations.school. For more information about our school, visit www.tessellations.school.

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