

Early Childhood Education Human Resources Series For Center Directors



We are excited to announce a new training cohort series to address issues related to Human Resources and staffing. Series includes 6 sessions that are 90 minutes each plus individual technical assistance and feedback on submitted assignments. Participants decide what issues they would like to improve and receive support and guidance. Topics of the 6 sessions are:

- Human Resources Overview
- Recruitment
- Compensation
- Timekeeping
- Workplace Culture
- Human Resource Manual

Tuesdays 9:30 - 11:00

March 21st, April 4th, April 18th, May 2nd May 16th and May 30th

Apply by March 12th

**Only individuals who have completed the ECE Beginning Business Series may apply.
Open only to Directors of child care centers.**

All meetings will take place via Zoom.

Requirements : Participants must

- Complete the pre and post assessments

- Attend all sessions for the entire 90 minutes (remember to sign in at the beginning of class), participate on camera, participate in small group discussions and submit assignments related to the meeting topics

**Cohorts take place approximately every other week so participants have time to work on assignments and submit to instructors for feedback*

Earn 12 PQAS Hours

**This training course is presented by Children's Village Learning Lab.
Instructor is Mary Graham**



Children's Village at 125 North 8th Street, Philadelphia, PA 19106

A Model of Excellence in Infant, Toddler
Preschool, and School-Age Care and Education

Limited spots. To apply please complete the application (below) and email to huanc@childrensvillagephila.org



Early Childhood Education Human Resources Series for Directors of Child Care Centers

APPLICATION

NAME: _____ PHONE NUMBER: _____

TITLE: _____ EMAIL: _____

NAME OF CENTER: _____

ADDRESS: _____

STAR LEVEL: _____ NUMBER of STAFF: _____ NUMBER of SITES: _____ PD Registry ID#: _____

TYPES of FUNDING (CCIS, Head Start, PA PreK, PHL PreK, private pay, etc): _____

When did you attend the ECE Beginning Business Child Care Management Series? List year of attendance: _____

Did you attend any additional Business Trainings? Please list.

What are the biggest issues you face in the area of Human Resources and Staffing? Please list issues that were a challenge before Covid -19. Please list issues that are a challenge now. Please be as specific as possible

Have you made any changes to your HR policies during COVID-19. If so, what were there?

What topic(s) do you wish to work on as part of this series?

Other comments or questions:

