

Web Based Training Opportunities For Child Care Programs

Web Based - <u>Child Care Business Boot Camp</u> "Starting and Running a Successful Child Care Business" **4 hours**Core Knowledge Category: Program Management

Develop the basic skills of starting and running a successful child care business. Learn the skills needed to refine your child care business idea, manage finances, develop a budget, create a marketing plan, and identify business polices that contribute to sustainability and growth of the child care business. Explore the basic business concepts through a hands on approach using case studies, individual exercises, group exercises, and classroom discussions

February 9th 5:00-9:00PM

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February 23th 5:00-9:00PM

March 25th 8:30-12:30PM

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Web Based - <u>Family or Center Based Programs</u>
"Policies and Practices for Child Care Business Management" **2 hours**Core Knowledge Category: Program Management

Learn how to effectively implement policies, procedures, and systems that support stable program operations. Identify and examine how to organize and create standard policies and procedures manual for their program.

February 7th 12:00-2:00PM

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March 9th 6:00-8:00PM

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March 23rd 6:00-8:00PM

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Web Based - <u>Child Care Centers</u>
"Planning for the Future: Annual Budget and Cash Flow Projections" **3 hours**Core Knowledge Category: Program Management

Learn basic budgeting concepts. Explore income and expense sections of a budget. Discuss purpose of budgeting and the different types of budgets. Understand the purpose of projecting cash flow. Break down the sections of a cash flow statement. Analyze a child care business case study to identify strategies to manage cash flow using First Children's Finance business management resources.

January 26th 12:00-3:00PM

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April 11th 12:00-3:00PM

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Center Child Care Programs June 13th 6:00-9:00PM

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Center Child Care Programs

First Children's Finance is excited to be working with Oregon's Early Learning Division to provide these trainings at no cost to child care programs across the state.

FREE Web Based Training Series

Web Based – <u>Family or Center Based Programs</u> "Writing a Child Care Business Plan" – Session 1, 2, & 3 Must attend all 3 sessions (2 hours per session) 6 hours Core Knowledge Category: Program Management

Session 1: Learn basic business plan principles and concepts. Complete an environmental scan. Research the market area and child care need, identify features and benefits of child care program. Analyze child care competitors. Identify strategies to build an effective message. Define target market to secure future enrollment.

Learn how to use marketing principles to secure community partnerships.

Session 2: Session 2 will to continue to build upon session 1 to develop basic business plan principles and concepts. Participants will develop a description of the individual child care business. Identify the objectives of their business plan and brainstorm what is needed for their operations to be included in their business plan.

plan and brainstorm what is needed for their operations to be included in their business plan.

Session 3: Session 3 will to continue to build upon session 1 and session 2 to develop basic business plan principles and concepts. Participants will complete the ground work of the business plan on financial management and leadership.

Session 1 May 11th, 2023 6:00 - 8:00pm Session 2 May 25th, 2023 6:00 - 8:00pm Session 3 June 8th, 2023 6:00 - 8:00pm

Register for the Business Plan Series Here

Web Based - <u>Family Child Care Programs</u>
"Planning for the Future: Annual Budget and Cash Flow Projections" 2 hours
Core Knowledge Category: Program Management

Learn basic budgeting concepts. Explore income and expense sections of a budget. Discuss purpose of budgeting and the different types of budgets. Understand the purpose of projecting cash flow. Break down the sections of a cash flow statement. Analyze a child care business case study to identify strategies to manage cash flow using First Children's Finance business management resources.

January 10th 6:00-8:00PM

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April 27th 6:00-8:00PM

OR

June 15th 6:00-8:00pm

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Web Based- <u>Child Care Center</u>
"Quality Staffing" **3 hours**Core Knowledge Category: Program Management

Learn the three phases or employee recruitment, hiring and retention. Analyze current hiring and employee retention processes. Identify strategies to recruit qualified teachers. Review best practices for hiring new employees. Understand the importance of a holistic employee orientation process. Develop strategies to increase staff leadership development.

March 7th 12:00-3:00PM

OR

May 9th 6:00-9:00PM

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