



Michigan Better Kid Care

A Newsletter for Child Care Providers

What is Michigan Better Kid Care?

The Michigan Better Kid Care (MiBKC) Project is funded by a grant through the Early Childhood Investment Corporation (ECIC) and is a statewide program that provides free and accessible training to current and potential regulated and unregulated child care providers as well as parents, substitute parents or any consumer of child care services.

The MiBKC vision is that all Michigan children will receive high quality care and education so that they are ready for school and life. Michigan Better Kid Care will accomplish this by ensuring current and new child care providers throughout Michigan will have access to high quality, evidence-based professional development through

the MSUE network of county offices.

Professional development services include:

- One-time face-to-face educational workshops
- 36-Hour New Child Care Provider Training
- 18-Hour Relative Care Provider and Day Care Aide Training
- Independent Learning Modules
- Online Training

All classes count towards DHS training hours. Face-to-face workshops are eligible for CEUs.



MSU Extension MiBKC Newsletter

Issue 7

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Michigan Better Kid Care Program Offers:

- ☺ FREE Training
- ☺ Flexible Scheduling
- ☺ CEUs
- ☺ Timely and usable topics
- ☺ Ideas to use in your child care settings
- ☺ Network of providers in your county

MiBKC Program Changes

Child care trainings in the State of Michigan are currently being restructured. This restructuring will be completed by October 1, 2009.

To ensure that all providers receive credit for their training hours under the current training structure we have added the following procedures:

- Independent learning kits will be discontinued on September 1, 2009
- All outstanding kits MUST be returned with all paperwork NO LATER than September 30, 2009 to receive training credit and a completion certificate
- All CEU requests need to be completed

and returned to Michigan State University Extension NO LATER than September 30, 2009.

- CEU requests that are received after September 30, 2009 will not be processed.

We apologize for any inconvenience this change in policy may cause you. If you have further questions or would like information regarding upcoming workshops please contact the MSUE Staff in your area. For a listing of staff or trainings visit the "Contact Us" on the website:

<http://www.bkc.fcs.msue.msu.edu/>

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Planning for Professional Development

Professional development is essential to keeping skills and knowledge up-to-date in a fast paced and ever changing field. Early childhood professionals are no exception to this rule!

Early childhood professionals are vital to children's future success. The first five years of a child's life help set the stage for future academic and life success! Working with children is a profession that requires knowledge of how children grow and develop, skills to communicate effectively with children and parents, and a great amount of dedication and love for the work.

Research indicates that there is a link between professional development and quality care. Professional development helps you to learn new techniques, ideas, and resources that you can use in your child care setting.

Contrary to what many believe, working in child care is not just "baby-sitting" or an extension of parenting! It is important that you plan for your

professional development opportunities annually to meet licensing requirements and your personal goals. When planning for professional development consider these four steps:

1. Determine your needs.

Take a look at the requirements for your position—see what you need in order to maintain your license or CDA. Think about the topics that you would like to learn about or explore. Think about what would help you provide high-quality care to the children in your child care setting.

2. Determine your goals.

Use your requirements and interests to think about some goals that you could use to help you reach your end result. Remember, goals should be SMART (Specific, Measurable, Achievable, Realistic and Timely).

3. Set up your action plan.

This is how you will reach your goals. This includes all the steps that you will need in order to complete your

goals and needs. This is the time to think about roadblocks and steps you can take to find ways around them. This is also the time to think about resources that you can access to help you accomplish your goals and overcome your roadblocks. Set up a timeline for when you will complete each small step in your action plan.

4. Measure your progress.

Along the way, measure how your progress is going. Are you reaching the small goals that you set in your action plan? If not, then reevaluate your plan and make changes. You should be able to measure each step of your action plan.

Planning for your professional development each year will help you complete your requirements throughout the year and help use your time wisely!



SMART Goal Setting

You have to know where you are going in order to get there! The purpose of goal setting is to help you identify your goals and then develop a timeline for getting there.

Goal setting helps establish responsibility and accountability. If you write it down then you are more likely to finish it. Setting goals sets expectations and performance standards for you. Setting goals also shows examples of good performance. Goal setting shows you that you can finish what you start.

Finally, goal setting helps us to improve. If you set goals and accomplish them then you can see your improvements in tangible results.

Remember that your goals are your roadmap! They are going to get you where you want to go. Be sure that your goals include a specific plan for completion. A good rule of thumb is to only focus on a few important goals at a time. This way you will be less likely to get overwhelmed. Most importantly, review your goals frequently! This way you can celebrate your small successes and see that you are moving towards your end goal.

When setting your goals be SMART!

S- Specific: What exactly do you want to accomplish?

M- Measureable: How will you know when you have reached your goal?

A- Achievable: Is this goal realistic

with some effort and commitment? Do you have the resources needed to accomplish this goal? If not, how will you get them?

R- Relevant: Is this goal significant to your life right now or for in the future?

T- Timely: How long will it take you to get to this goal? Be realistic and think about what is involved and how long it will take to complete.

Goal setting will help you accomplish all the things that you want to do and keep you on track! Remember, what we do today affects what we will be doing in six months. What we want in six months will affect what we need to do today.

Now What? - How to Apply What You Learned

So you have gone to a training and are now back in your child care setting? What do you do with the knowledge that you learned in your training? It is time to apply it to your work in early childhood! This can be difficult to do, especially once the normal day-to-day tasks start to take over.

It is a good idea to get in the habit of thinking about how you are going to apply what you learned soon after your professional development opportunity. Use these guidelines to help you transfer your learning from training to your early childhood setting.

1. Complete the statement

Goal I want to achieve: _____

2. Set a date

Date I want to achieve goal:

3. List out your steps

Steps to take to meet this goal:

- A. _____
- B. _____
- C. _____
- D. _____
- E. _____

4. Think about your resources

Resources and people that could help me accomplish my steps:

- A. _____
- B. _____
- C. _____
- D. _____
- E. _____

5. Reward yourself

As you complete each step remember to reward yourself something special! It is a great accomplishment to finish your steps, it helps get you closer to your overall goal!

6. Practice makes perfect

Keep practicing the learning that you want to apply. It won't happen overnight but with enough practice it will just become a habit of your normal routine!

Following these guidelines will help you transfer your learning from professional development opportunities to your work in early childhood!

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Scholarship Help for Child Care Providers

Teacher Education and Compensation Helps (T.E.A.C.H.) Early Childhood @ Michigan is a scholarship program for child care providers working in a licensed or registered early childhood program in Michigan.

The T.E.A.C.H. program is founded on four principles:

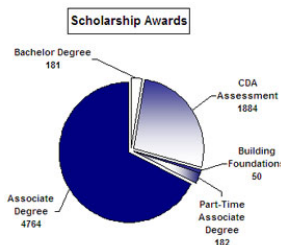
- Scholarship
- Education
- Compensation
- Commitment

This program helps cover the majority of tuition and book costs, provides a travel stipend, offers a release stipend and a bonus for continued

professional development.

This program requires that providers continue to work at their sponsoring program or home program in the early childhood field.

Scholarships are available for associate or bachelor degrees in Early Childhood Education or Child Development and to help cover the cost of the CDA assessment fee.



Call 1-866-MITEACH (648-3224) or visit www.mi4c.org/teach for more information



Additional Resources

State and National Associations

Michigan Association for the Education of Young Children (MAEYC) <http://www.miaeyc.com/>

Michigan Association for Infant Mental Health (MI-AIMH) <http://www.mi-aimh.org/>

Michigan Association for Child Care Providers (MACCP) <http://www.childcareservices.com/>

Michigan Providers' Association, Inc. (MPA) <http://www.mpamich.com/>

National Association for the Education of Young Children (NAEYC) <http://www.naeyc.org/>

National Association of Child Care Resource and Referral Agencies (NACCRRRA) <http://www.naccrra.org/>

National Association of Child Care Professionals (NACCP) <http://www.naccp.org/>

National Child Care Association (NCCA) <http://www.nccanet.org/>

National Association for Family Child Care (NAFCC) <http://www.nafcc.org>

Academic Journals / Publications

National Network for Child Care (NNCC) <http://www.nncc.org/>

National Child Care Information and Technical Assistance Center (NCCIC) <http://nccic.acf.hhs.gov/index.cfm>

National Association of Child Care Resource and Referral Agencies (NACCRRRA) <http://www.naccrra.org/>

Children, Youth and Families Education and Research Network (CYFERnet) <http://www.cyfernet.org/>

Zero to Three <http://www.zerotothree.org/site/PageServer>

Talaris Research Institute <http://www.talaris.org/>

Center for Educational Networking <http://www.cenmi.org/LeadingChange/index.asp>

Early Childhood Investment Corporation <http://www.ecic4kids.org/>

Resume Writing Resources:

Selling Yourself: A Guide to Writing Effective Resumes (<http://edis.ifas.ufl.edu/SN008>)

Employment Skills: Experience Resumes and Targeted Cover Letters

(http://www.arfamilies.org/money/employment/Resumes_Cover_Letters/default.htm)

Activity Corner—Building a Professional Portfolio

<u>What to Include</u>	<u>Getting It All Together</u>	<u>How to Use It</u>
Resume	Decide on a filing system	Market yourself
Brief biography (some background, interests, family, why you do child care, years experience, etc.)	<ul style="list-style-type: none">Expandable file folder with separate labeled files for each section	<ul style="list-style-type: none">Provide to prospective parents when interviewing
Diplomas (High School & College)	<ul style="list-style-type: none">Three ring binder with dividers for each section	<ul style="list-style-type: none">Provide to licensing as documentation of required trainings
CDA Certificate	Suggestions for sections	<ul style="list-style-type: none">Provide to prospective employers during job interviews
Transcripts from College	<ul style="list-style-type: none">Background	<ul style="list-style-type: none">Use as a planning tool to see what you have done and what you might like to add to your professional portfolio
Required Certificates	<ul style="list-style-type: none">EducationCertificates	
<ul style="list-style-type: none">CPR and First AidBloodborne PathogensLead AwarenessShaken Baby SyndromeSIDS	<ul style="list-style-type: none">Required TrainingOngoing TrainingPast years certificates	
Other Training Certificates		
<ul style="list-style-type: none">Workshops and Conferences		

Michigan State University Extension

Email: mibkc@anr.msu.edu

Website: <http://www.bkc.fcs.msue.msu.edu/>

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