



# Michigan Fall Trainings

## First Children's Finance

### Start Up Boot Camp – “Starting and Running a Successful Child Care Business”

**October 3rd, 2023**

**6:00 to 9:00 p.m. Event ID: 134160**

**3 Hours**

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 policies 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.

Center  
Directors

Family  
Providers

### Injecting Quality into your Family Child Care Business

**October 10th, 2023**

**6:00 to 8:00 p.m. Event ID: 114545**

**2 Hours**

Explore new opportunities for quality in your individual professional development, program offerings, and business operations. Using the case study of Angie's Daycare – walk through Angie's own evaluation of where she is at and how she can improve her outcomes with quality.

Family  
Providers

### Combo FCC/CCC– Business Leadership Cohort

**October 12th, 26th, November 2nd, 16th 2023**

**6:00 to 9:00 p.m. Event ID: 134536**

**12 Hours**

The Business Leadership Cohort program from First Children's Finance provides center directors, family providers and other program leaders with the opportunity to learn about the basics of business related to their child care program. The program includes four group cohort sessions and NO-COST individual consultation meeting. Providers must attend ALL training sessions and individual consultation to receive the Business Leadership training hours.

Center  
Directors

Family  
Providers

1. Enrollment Management and Marketing
2. Financial Management
3. Financial Analysis/Goal Setting -Individual Consult
4. Staffing
5. Develop a Plan of Action/Policy Business Round Table

### Developing Scholarship and Tuition Assistance Programs

**October 17th, 2023**

**6:00 to 9:00 p.m. Event ID: 134159**

**3 Hours**

Identify practical strategies for establishing a tuition assistance program. Explore how to establish an internal scholarship model for low-income families. Understand how to balance quality child care and level of financial risk to the child care business model. Learn about child care subsidies available through the state of Michigan.

Center  
Directors

# Quality Staffing for Your Child Care Center

**October 24th, 2023**

**6:00 to 9:00 p.m. Event ID: 134250**

**3 Hours**

Learn the three phases of 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.

Center  
Directors

# Separating Your Family Child Care Finances from Your Personal Finances

**October 30th, 2023**

**6:00 to 8:00 p.m. Event ID: 134625**

**2 Hours**

Learn basic tools to separate business and personal finances. Learn to utilize computer and file systems to organize financial documents. Develop a business budget.

Family  
Providers

# Writing a Child Care Business Plan

**November 14th, 21st ,28th 2023**

**6:00 to 8:00 p.m. Event ID: 134174**

**6 Hours**

## 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. Participants need to complete session one to receive credit for session one.

## Session 2

Session 2 will 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. Participants need to complete session one and two to receive develop credit.

Center  
Directors  
Family  
Providers

## Session 3

Session 3 will 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. Participants need to complete all three sessions to receive develop credit.

# Policies and Practices for Child Care Business Management

**December 11th, 2023**

**6:00 to 8:00 p.m. Event ID: 134622**

**2 Hours**

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.

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# Policies and Practices for Family Child Care Providers

**December 12th, 2023**

**6:00 to 8:00 p.m. Event ID: 134166**

**2 Hours**

Family childcare providers will gain a better understanding of the importance of strong policies for your business. You will learn how to create your own policy manual and contract or revise what you have to increase its effectiveness. Finally, you will learn strategies to help with enforcing your policies.

Family  
Providers

**Register at**

**[www.MiRegistry.org](http://www.MiRegistry.org)**