

## MANAGEMENT TRAINING FOR CENTER DIRECTORS AND OWNERS

### Developing Your Child Care Business

OPENING THE DOOR, ANSWERING THE NEED



Developing Your Child Care Business course layout is changing. This course is currently taught as a continuous 12 week course. Due to the problems seen with center directors or owner committing to a 12 week course, the decision was made to change the format of the classes.

The classes will be divided into four modules. Each module will either run on Mondays or Thursdays from 6:00 – 8:30 pm which totals ten hours. After you **complete all four modules**, you will be eligible to submit your certificate to the Office of Child Care for earning an endorsement. The Office of Child Care will then send you \$100 for completing the Developing Your Child Care Business Endorsement.

The cost of each module is \$125.00. However, due to two scholarship programs the Small Business Development (SBDC) has at our disposal each participant pays only \$62.50 prior to the first class of each module. The Zion's scholarship funds pay 30% (\$37.50) upfront and 30% (\$37.50) upon class completion. In addition, CCPDI has a scholarship which pays \$25 towards each module.

Cost of each module	\$125.00
Zion's Scholarship 30%	- 37.50
CCPDI	- 25.00
<b>Total Due</b>	<b>\$ 62.50</b>

Upon completion, a check for the other 30% (\$37.50) will be mailed to you. Bringing the net class cost to each participant \$25. When you complete all four modules and send in required information to the Office of Child Care, each participant will then receive \$100. If you divide this by four modules, you are receiving \$25.00 per module. Therefore, after all is said and done your total net cost for each module is \$-0-.

If you take module 1 and cannot take module 2 because you have a conflict and won't be able to make it to one of the classes, then just simply wait a month and module 2 will be taught again. Participants can take the modules as it is convenient with their schedules. The first Module 1 class will start on Thursdays. After four weeks, module 1 will begin again on Mondays. This way there will be a one month lag on when modules start and finish giving you more opportunities to continue taking the modules. It may work out that a participant can take module 1 now but cannot take the other modules until next fall. The course re-structuring makes it possible for anyone to take the classes. Participants no longer have to complete the course in 12 weeks.

The only catch is that if a participant signs up for a module, they must commit to being there all four weeks. There will be no make-ups. If a participant misses a week, they will have to have to make up the whole module at a later time.

To register online please go to: [www.utahsbdc.org](http://www.utahsbdc.org). Click on events; then in the search section put in the topic "Managing a Business" and in time range put "one year." Click on the Module, and then click on "click here to register for this event online." Follow the directions. Repeat process to register for each module. If you have any problems registering or questions, please call **Carrie Menzel at 801-957-5240** or you may reach me by email at [carrie.menzel@slcc.edu](mailto:carrie.menzel@slcc.edu).

Look forward to hearing from you soon!