

Child Care Human Resources Sector Council (CCHRSC)

Occupational Standards for
Child Care Administrators

[http://www.ccsc-
cssge.ca/english/](http://www.ccsc-cssge.ca/english/)

CCHRSC is a pan-Canadian, non-profit organization that addresses pressing human resources issues in the child care sector

History...

established in 2003

history goes back to 1996 when the federal government agreed to fund a sector study to investigate human resources issues in child care

which lead to a round table, which lead to the creation of CCHRSC

History continued...

Creating the CCHRSC acknowledged the importance of the child care workforce to society, providing stable funding for an organization dedicated to the human resources issues in the child care sector

Occupational Standards


www.ccsc-cssge.ca/english/

Home Page > Training and Career
Resources > Human Resources Tools &
Information > Occupational Standards
for Child Care Administrators

Introduction...

Occupational standards describe what a person in a particular occupation must know and be able to do to be considered "capable" in the occupation.


"Capable" means that a person has the level of skills and knowledge to do a job safely and properly.



These occupational standards are intended for directors, supervisors, administrators, managers, and lead or head educators working in an early childhood education and care environment.

responsible for the operation of an early childhood education and care program for children aged 0 - 12, in any of the following

- publicly funded child care setting
- privately operated child care setting
- multiple site operation
- home-based child care settings
- family resource programs



Let's take a look at
the Occupational
Standards for Child
Care Administrators

Sections

- A. Child Development and Care
- B. Human Resources
- C. Financial
- D. Facilities
- E. Family and Community Relations
- F. Governance

Tasks

Child Development and Care

Task 1: Develops and Implements Children's Programs.

Task 2: Creates Child-Centred Environments.

Sub-Tasks

Task 1: Develops and Implements Children's Programs

Sub-Task 1.1 Develops and Implements a
Philosophy of Early Childhood Education
and Care.

Sub-Task 1.2 Applies Pedagogical
Guidelines.

Sub-Task 1.3 Provides Program Support
Staff.

Sub-Task 1.4 Develops Philosophies and
Practices for Meeting Children's Needs

Sub-Task 1.5 Monitors Program Activities

Sub-Task 1.6 Evaluates Programs.

abilities:

Child care administrators are able to:

apply early childhood development knowledge in the development of an ECE philosophy;

consult and involve stakeholders, such as the governing authority, staff and parents;

articulate the philosophy to target

reflect current research in making program decisions;

empower the organization, staff and families to support and implement the philosophy and values of child care services;

implement the ECEC philosophy within programs.

required core knowledge

Child care administrators know:

principles of early childhood
development and learning;

communication;

current research related to program
philosophy;

environmental and cultural influences

standards?

enables administrators to take ownership
of their occupation

defines acceptable professional
behaviours

defines the knowledge, skills and
abilities required for competent practice

specifically for administrators...

offers a foundation for career
development

identifies training gaps in the
occupational skill set

enhances occupational recognition

enhances job mobility

specifically for employers...

- provides guidance for recruitment
- identifies key tasks and roles
- identifies professional development needs
- facilitates objective job descriptions

childhood faculty...

Provides the basis for curriculum,
training development and education

identifies areas where expertise is
required

sector organizations...

- forms the basis of certification programs
- forms the basis of program accreditation

stakeholders...

identifies skills required for specific occupations

provides nationally recognised sector-specific benchmarks of best practices

provides career development information for practitioners ladder to administration

Child Care Human Resources Sector Council, (2006).

Occupational Standards for Child Care Administrators. Ottawa