

# Save Time

What would you do with more time in your day? See the difference in effort and time to complete These tasks **BEFORE** & **AFTER** using the ECE Shared Resources Platform (ECESR).

## PURCHASE ERS APPROVED MATERIALS

### BEFORE

(9.5 Hours)



### AFTER

(1.5 Hours with ECESR)



- From 3 months to 1 month
- Ordering & approval now online
- Less onsite visits required to manually review items/catalogs

**TA SAVES 3 HOURS DIRECTOR**

**SAVES 5 HOURS**

## CREATING JOB DESCRIPTIONS

### BEFORE

(14 Hours)



### AFTER

(7 Hours with ECESR)



- TA can cover more than job descriptions during visits
- Extra time means TA can scale to assist more programs

**TA SAVES 5 HOURS**

**DIRECTOR SAVES 2 HOURS**

## RISK MANAGEMENT PLAN

### BEFORE

(35.5 Hours)



### AFTER

(10 Hours with ECESR)



- From 6 months to 1 month
- Weekly calls to 2 remote sessions
- Higher quality plan
- More topics can be covered

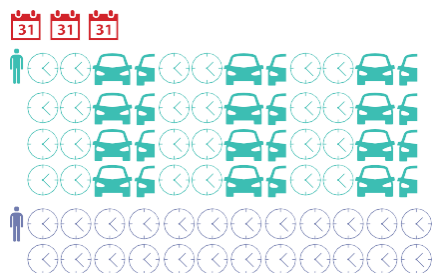
**TA SAVES 22 HOURS**

**DIRECTOR SAVES 25 HOURS**

## EMPLOYEE HANDBOOK AND FAMILY HANDBOOK

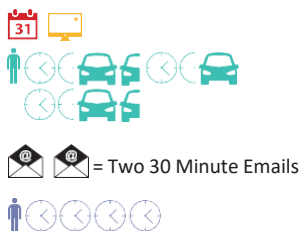
### BEFORE

(186 Hours)



### AFTER

(14 Hours with ECESR)



- Quality handbooks
- Updated policies
- Consistent language
- Organized presentation
- Ownership, pride in work
- Climbed learning curve
- Higher quality TA visit
- More topics can be discussed

**TA SAVES 32 HOURS DIRECTOR**

**SAVES 18.5 HOURS**

## Save Time

## The ECE Shared Resources Platform Innovation

ECE SHARED RESOURCES IS PART OF THE SHARED SERVICES MOVEMENT IN CHILD CARE.



The ECE Platform (website) is innovative and unique in that it focuses specifically on the provider. It supplies practical tools such as handbooks, policies, job descriptions, marketing support, budget tools and cost savings, created specifically to help a child care manager put more time back into providing quality care. Technical Assistance (TA) Staff, Family Child Care, Center Directors and Administrators can work together more efficiently by leveraging the shared online tools, customizable documents, and ready to use resources available through the platform.

MATERIALS AND DOCUMENTS USED TO BE VERY DIFFICULT TO DEVELOP AND CUSTOMIZE. NOW IT'S SO EASY.



The website content was (and is) created in partnership with national childcare experts to produce tools of extremely high quality. Using the website results in a higher level of professionalism and quality in child care programs. Tools are presented in Microsoft Word and Excel. They can be downloaded, edited and customized for immediate use by a program. Having these resources helps TA Staff to cover more topics during visits, and use the time saved to assist additional programs. Following are just a few of the tools that help contribute to higher quality:

- Clear policies
- Handbooks
- Checklists
- Procedures
- Business management resources
- Parent handouts
- Hiring, orientation and other HR documents
- Pre-negotiated savings programs (funds that get put back into the program)

## A PSYCHOLOGICAL SHIFT FROM “TAKING CARE OF KIDS” TO “MANAGER”



The ECE Platform (website) is a leadership builder and the enabler for Center Directors and Child Care Administrators to evolve into “Managers”. Program administration can be daunting if you don’t know where to start. With the platform, administrators are able to try one thing and achieve results. This creates a sense of confidence and poise. “I can problem solve. I can tackle this.” With confidence comes leadership – becoming leaders without even realizing it and starting to help others.

## MANAGED BY CCA GLOBAL PARTNERS

ECE Shared Resources was made possible through a generous internal grant from CCA Global Partners. CCA developed ECE Shared Resources when the Aspen Institute asked CCA to assist the nonprofit sector with issues relating to scale. CCA Global has a solid history and track record of helping independent organizations achieve the benefits of scale while maintaining independence.