

# Workshops for the Director/Program Administrator



## The Productive Director

A journey into a day in the life of an early childhood Director. Explore time management, delegation, walking the walk, and talking the talk.

## Multi-Site Management with Ease

When you have the responsibility of managing multi-sites, your daily objectives and tasks change significantly from those of managing one center. This workshop will take a deep dive ensuring that all of the many tasks are explored and hands-on methods to make you a successful multi-site leader will be provided.



## Easy, Effective, and Not So Evil Evaluations



Evaluating staff is always a challenge, how do you create a solid system and then find the time to observe and document all of the people on your team? We have your solution! Join us to explore the art of easy, effective, and not so evil evaluations.

## Policies and Procedures for Your Early Childhood Program

How to create, implement and get the buy in from your team.



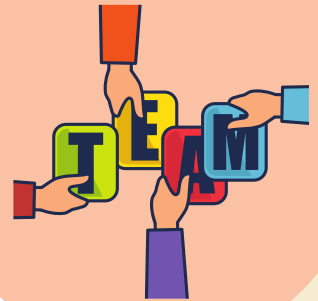
## Lighting Their Fire



The largest struggle we are faced with today as early learning administrators, is motivating our team! This workshop explores the difference between motivation and appreciation. Join us to take a deeper dive to explore different methods on how to reach your team members and create a harmonious work environment where your employees are refreshed, renewed, and ready to give their all.

## Teamwork Essentials

We all need to work together! This session will outline the essential foundations that must be laid for a team to be successful and impactful. We will focus on intention, communication, collaboration, contribution, and so much more as we set the stage for outstanding team experiences and outcomes.



## Exploring the Languages of Appreciation at Work



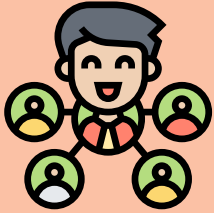
Take a deep dive into Gary Chapman's 5 Languages of Appreciation at Work. Learn how to communicate with all different types of people and work together for a common purpose within your program.

## Quality Begins with You

How to create and embrace culture with in your program.



## The Superpower of the Middle



Calling all Emerging Leaders, this workshop is for you! Are you a leader in the classroom and want to emerge into leadership outside of the classroom? The buck may not start or stop with you, but that doesn't mean that your leadership can't be important or impactful. This workshop will help you identify your opportunities to influence others in positive, productive ways.

## OOPS! I Did it Again!: Preventing Common Mistakes Leaders Make

An ounce of prevention is worth a pound of cure! This session will take an honest look at the common mistakes leaders make that can add to our stress and diminish our quality of leadership and life.

