

## EDU 262 Early Childhood Administration II

### COURSE DESCRIPTION:

Prerequisites: EDU 119 and EDU 261

Corequisites: None

### Description

This course focuses on advocacy/leadership, public relations/community outreach and program quality/evaluation for diverse early childhood programs. Topics include program evaluation/accreditation, involvement in early childhood professional organizations, leadership/mentoring, family, volunteer and community involvement and early childhood advocacy. Upon completion, students should be able to define and evaluate all components of early childhood programs, develop strategies for advocacy and integrate community into programs.

Course Hours per Week: Class, 3. Semester Hours Credit, 3.

### LEARNING OUTCOMES:

Upon completing requirements for this course, the student will be able to:

1. Define and evaluate all components of early childhood programs.
2. Develop strategies for advocacy.
3. Develop strategies to integrate community into programs.

### OUTLINE OF INSTRUCTION:

- I. Leadership and Management
  - A. The Effective Director
  - B. Management Style
- II. Providing Personal and Professional Development
  - A. Creating professional development plans
- III. Financial Matters
  - A. Funding the Program
  - B. Compensation
  - C. Budgets and budgeting
- IV. Marketing
  - A. Creating marketing materials
  - B. Distribution strategies
- V. Advocacy
  - A. Understanding state and federal legislation
  - B. Creating advocacy campaigns
  - C. Local, state, federal advocacy organizations

### REQUIRED TEXTBOOK AND MATERIAL:

The textbook and other instructional material will be determined by the instructor.