

Child Care Mentorship Program



Goal

The goal of this project is to improve the quality and sustainability of child care in La Crosse by providing financial stipends to child care professionals who mentor other child care professionals in the field. This program will increase provider retention by sharing the skills and knowledge of existing child care professionals by building positive relationships through a relationship-based approach.

Mentorship Options

This program will serve up to 15 child care providers (mentees) in the year 2025:

- Reserving a maximum of 5 mentee slots for Family Child Care providers and Director/Administrators to be used on a rolling application basis:
 - Family Child Care Track (Includes both Certified Family and Licensed Family)
 - Director/Administrator Track
- Utilizing 10 of the mentee slots for child care center staff
 - Child Care Teacher/Assistant Teacher Track

Eligibility Requirements

Mentor Requirements:

- Family Provider Mentor: Currently operates a family child care program or has operated a family child care program within the past 3 years
- Director/Administrator Mentor: Currently works as a Director/Administrator in a regulated child care program or has worked as a Director/Administrator in a regulated child care program within the past 3 years (priority will be given to those within the City of La Crosse)
- Child Care Teacher Mentor: Currently works in a regulated child care center or has worked in a regulated child care center within the past 3 years
- Currently are or were in regulated child care for at least 5 years
- Are/were in good standing with DCF
- Agree to the written guidelines in the Mentorship Roles and Responsibilities

Mentee Requirements:

- Are operating/working or will be operating/working in a regulated child care program located within the City of La Crosse
 - Must be actively employed or in the hiring, pre-licensing, or certification process to be eligible
- Agree to the written guidelines in the Mentorship Roles and Responsibilities
- Priority will be given to child care teachers/assistant teachers who are in the process or will be taking any of the required Foundational Trainings (Introduction to the Child Care Profession, Skills and Strategies, or Fundamentals of Infant and Toddler Care) during the mentorship timeframe.

Mentorship Stipend

Each eligible mentor will receive \$200/month per mentee as a stipend at the completion of the mentorship program for a total of up to \$1,000 per mentee for the duration of the 5 month program. Mentors may take on 1-4 mentees depending on their willingness, availability, and number of other approved mentees available.

Each eligible mentee will receive a \$500 grant at the end of the 5 month program to purchase materials to support them in meeting their identified goals.

Program Requirements

- Mentors must attend the mentor orientation meeting conducted by the Child Care Development Coordinator
- Mentees must complete the *Self-Assessment* prior to beginning the process
- Mentors and Mentees must utilize the *Mentoring Topic Checklist* and the *Mentee Self-Assessment* to guide the mentorship process
- Mentors and Mentees must work together to create goals and areas of interest to guide the mentorship process. This document must be completed within the first month of beginning the mentorship program.
- Mentors and Mentees must have a minimum of 2 meetings a month (can be face-to-face or virtual) and must record the dates of the meetings on the *Meeting and Communication Record*
- Mentors and Mentees must communicate and meet with The Child Care Development Coordinator together to check-in, update, and provide any feedback at least 1 time per quarter (Jan. – March) and (April – May). This can be done face-to-face or virtual.

- The Child Care Development Coordinator will meet separately with both the Mentor and the Mentee after the first 3 months and at the end of the program. This can be done face-to-face or virtual.

Program Details

Budget: Projected Program Total for 2025: \$22,500.00

- \$15,000 for mentor monthly stipends
 - \$1,000 per mentor
- \$7,500 to purchase resources and programs for mentees to own
 - \$500 grant to each mentee, items will be purchased by The Parenting Place through a purchase request process

**Amounts are subject to change dependent on the number of mentors and mentees in the program*

The Parenting Place will have a resource library available to both mentors and mentees to utilize during the project. Funds will be set aside to purchase additional resources or personal resources for the mentee to keep for their child care program if needed.

Estimated Timeline (*Specific to Child Care Teacher Track*):

- Market program: December 1, 2024
- Mentor Applications: December 1, 2024 – December 31, 2024
- Mentee Applications: December 1, 2024 – December 31, 2024
- Mentorship Program Begins: March 1, 2025
- Mentorship Program Ends: July 31, 2025

**Applications for eligible family child care providers and child care center director/administrators will be accepted on a rolling basis as they become eligible for the program. Program will similarly run as a 5 month program.*