

## Power to the Profession Workplan Template

| Task  | Timeline   | Person Responsible                             | Resources Needed   | Internal or External Strategy |
|---|--|--|--|-------------------------------|
| Send links to Power to the Profession videos to staff with email asking them to come to next staff meeting with questions   | September 1  | Katie  | Video links (in CCAoAs ebook)  | Internal                      |
| Hold staff meeting and add Power to the Profession to staff agenda with 3 questions: <ol style="list-style-type: none"> <li>1. What is your initial reaction to Power to the Profession?</li> <li>2. Why is it important to define the early childhood education field as a profession?</li> <li>3. How would you explain the difference between someone who is in the early childhood education field vs. someone who is in the early childhood profession?</li> </ol> | September 8  | Katie  | Sticky notes   | Internal                      |
| Hold focus group for family child care cohort: <ol style="list-style-type: none"> <li>1. Secure location</li> <li>2. Invite participants via email/Facebook</li> <li>3. Secure staff member to provide child care services for providers with young children</li> <li>4. Develop questions</li> <li>5. Send out reminder email to participants</li> </ol>   | October 15<br>October 15<br>October 20<br>October 25<br>October 31 | Jackie<br>Jackie<br>Steven<br>Steven<br>Jackie | <ol style="list-style-type: none"> <li>1. Call community center to secure location</li> <li>2. Write email</li> <li>3. Ask staff at staff meeting re: child care services</li> <li>4. Review CCAoA's e-book for questions</li> </ol> | External                      |
| Host focus group  | November 1   | Jackie and Steven                              | Sticky notes<br>Snacks/water   | External                      |
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