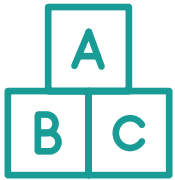


Child Care Administration

INDUSTRY FACTS



What do child care administrators do?

Child care administrators are responsible for all operational aspects of child care centers and preschools. Their goal? To help kids successfully move from one developmental stage to the next—and have fun doing it.

Here's a breakdown of their responsibilities:

- Nurturing the emotional, physical, intellectual, and social development of children
- Developing and implementing education programs and institutional policies
- Hiring, training, supervising, and providing professional development for employees
- Ensuring compliance with legal requirements, codes, and regulations
- Facilitating communication between parents, children, teachers, and staff



Where do they work?

They work in child care centers, preschools, or any early childhood education (ECE) facility. Most child care administrators work full time, and may work early in the morning or late in the evening if the facility they work for has extended hours.*

How much do they earn?

According to the U.S. Bureau of Labor and Statistics, the average salary for this role is \$47,310 per year*. Just remember that salaries vary based on location, facility, and experience level.

How's the job outlook?

The U.S. Bureau of Labor Statistics projects that over 6,000 new jobs will be available by 2031.

*Bureau of Labor Statistics, U.S. Department of Labor. "Preschool and Childcare Directors." Occupational Outlook Handbook. Accessed April 25, 2023.

"I was very impressed with what CareerStep had to offer. Affordable pricing for a comprehensive program, combined with the support and flexibility I needed. A perfect choice!"

JESSICA, CAREERSTEP LEARNER
JUNE, 2020

Child Care Administration

PROGRAM DETAILS

Prepare For A Better Job

Do you love children? Got a gift for connecting with little ones as they grow and develop? If you really want to make a difference in the lives of our youth, working as a child care administrator will give you that opportunity.

Learn Your Way (From Home)

With online training, you can absorb more knowledge and learn more skills—fast.

- Study on a schedule that fits your life
- Progress at a pace that matches your learning style
- Adjust the time and effort you devote to your coursework each day

Receive Coaching and Guidance

When you train with CareerStep, we back you every step of the way—from enrollment through course completion.

- Learner support
- Technical support
- Career support (interview coaching and resume reviews)

Get Certified

Earn the industry's most widely respected credential and validation of core competency. Getting your CDA is a great first step in your early childhood education career path.

Program Courses

Courses

Program Orientation: Child Care Administration

Computer Fundamentals

Microsoft Essentials 2019

Business Foundations

Child Development

Children's Learning & Development

Business Management

Child Care & Education Administration

Program Completion: Child Care Administration
