Marina Mancera
Child Development Center Site Supervisor
2018-2019 Work Plan

Student Learning:

- Provide a quality lab site for college students in the field of child development and nursing.
- Provide health and social service handouts and/or information to parents to help support their needs.

Student Progression and Completion:

- Create a college news board in each classroom to provide information to students.
- Help enroll college students into the child development center to support their education by providing quality care for their child.

Facilities and Technology:

- Maintain a safe and healthy environment by conducting daily inspections and placing work orders for items that need to be replaced or repaired.
- Provide a safe and healthy environment for children to help contribute to the well-being and success of the parents here on campus.
- Provide leadership for the CDC staff to become familiar and aware of the Outdoor Classroom Project.

Leadership and Engagement:

- Attend at least 21 hours of child development and administrative trainings to maintain Site Supervisor Permit.
- Continue to serve as Secretary for the Kern AEYC committee.
- Organize and support PAC meetings.
- Serve on hiring committees.
- Attend meetings throughout the community to stay up to date with child development policies, procedures, and regulations.
- Attend weekly meetings with Program Director.
- Attend monthly managers meeting.