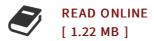# Administration of Programs for Young Children (Available Titles CourseMate)

By Click, Phyllis M.; Karkos, Kim

Cengage Learning, 2010. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: ADMINISTRATION OF PROGRAMS FOR YOUNG CHILDREN is a tried and true guide for early childhood education students who want to be directors, and a comprehensive resource for those who are already directors. The text emphasizes the role of leaders/managers and their function in relation to new staff, while simultaneously addressing the needs of children, parents, and other staff. Coverage includes a wide variety of information about relevant program elements as well as methods and principles related to supervising student teachers, assistant teachers, teachers, parents, and volunteers. Real-life scenarios equip working directors with problem- solving techniques; readers also learn best practices in child care program management. Highlights of the Eighth Edition include a fresh new design, a new chapter on family child care, up-to-date technology information, and a new section on managing aggressive or violent children.

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