

Lesson 4: Child Care and Employment

(See Handouts 3 and 4)

Small Group Activity

Objectives

- Establish relevance of considering child care in employment planning
- Identify key areas where there is cross over in arranging child care and making employment decisions

Set Up (5 minutes)

Have separate pieces of easel paper taped to the walls around the room. Ask the large group to brainstorm ways that child care impacts employment planning and goals. Write each of these factors separately on top of easel paper. Possibilities include:

- Clarifying organizational roles between case manager and employment specialist
- Schedule
- Transportation
- Job mobility
- Full time or part time work
- Achieving employment goals within 180 days
- Being able to search for and start jobs
- Factoring cost of child care into salary needs

Activity (20 minutes)

Have easel markers available for participants to use. Ask participants to stand up, grab a marker, and walk to the easel listing the area they feel most confident responding to. After participants have arranged themselves accordingly, give each group at least 10 minutes to summarize ways in which they've responded to the child care/employment need. Allow the group at least 10 minutes to share their responses. Reconvene the large group and report back on strategies.

Debriefing (10 minutes)

Discuss the importance of building in child care issues to the employment process. Supply participants with sample checklists they can use to track these issues. Sample handouts are attached.

Handout 3: Child Care and Employment

Child Care Steps in Employment

- If arranging child care is not your responsibility, discuss what child care arrangements are being made with your client's caseworker (location, pick up and drop off times, cost, schedule flexibility, back up plan, etc.).
- Discuss child care options available (center based care, family child care, relative care). What type of child care is your client planning to use?
- Discuss how much your client has budgeted to pay for child care. Discuss if costs will change once your client begins to work.
- Discuss child care subsidy options available. If your client is interested in applying:
 - Contact your local Child Care Resource and Referral contact for help in applying for subsidy or contact your State Childcare Subsidy Agency directly.
 - Ask if your client is eligible for any child care assistance programs.
 - Ask if your client will be required to pay a co-payment.
- Discuss a back up plan if regular child care is not available. Document at least three alternative options.
- Discuss how your client plans to get to and from work. Are these routes located near his/her child care?
- Discuss what time your client needs to pick up his/her children from child care and/or school. Does this line up with his/her work schedule (including travel time)?

Handout 4: Child Care and Employment

Back-Up Child Care Plan

1. Name _____

Phone Number/Address _____

Schedule availability _____

2. Name _____

Phone Number/Address _____

Schedule availability _____

3. Name _____

Phone Number/Address _____

Schedule availability _____

Since your back-up person might not be used to watching your child regularly, make sure you leave him/her with information about caring for your child. Pass on things like:

- Child's height and weight
- Feeding schedule (what and when)
- Sleep routine (when to take naps, how to get ready to take naps)
- Diaper routine or potty training schedule
- What kind of games/activities does your child like? Any favorite toys?
- Any medication needed? Any health issues to monitor?
- How to contact you in case of an emergency and back up people to contact if you can-not be reached.
- Health insurance and pediatrician information.