



Board Recruitment Prospectus

Main Office

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www.CocoKids.org

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PURPOSE OF THE ORGANIZATION:

CocoKids is a dedicated team of professionals with child focused expertise, offering comprehensive services to educate, encourage and support parents and caregivers, to provide a safe, nurturing and learning environment for children in their care.

Mission Statement

To champion and advance quality child care and early education.

Vision

To have every parent, child care professional and policymaker be experts in all aspects of child care and development – fostering the child’s cognitive, social, emotional and physical wellbeing.

Values

Since 1976, CocoKids (formerly the Contra Costa Child Care Council) has positively touched lives and communities. These are our core values:

- CocoKids respects, values, and supports every individual’s contributions, is committed to teamwork, and promotes a healthy work/life balance. We are committed to building and encouraging an educated, compassionate team of child care experts to further our mission.
- We believe every child is entitled to be safe and healthy, nurtured, educated, and afforded the opportunity to perform to his or her greatest potential.
- We respect every child’s family and culture. We promise that our community can depend on CocoKids to respect, value and support the parents and child care professionals of all children.

CocoKids’ experts educate and support parents, care providers and policymakers to ensure responsible, healthy and safe, high-quality child care and early education for all families in our community.

Key Services

Through our community-based offices in Richmond, Concord and Antioch, CocoKids provides services to support children, families and early educators:

- Free Child Care referrals
- Parent education and resources to help families make the best child care choices

- Financial assistance to low-income working families to make quality child care services more accessible
- Child health, nutrition and safety education
- Child Care Provider Training and development to help them build sustainable businesses and to provide quality, health and age appropriate care
- Public education and advocacy

PROGRAMS:

Resource and Referral

CocoKids assists parents in making informed choices about child care. Through parent-referrals, the agency's staff provides information about more than 1,100 licensed caregivers in the County.

CocoKids assists parents by:

- Answering questions about how to find evaluate and pay for care
- Answering questions about child behavior and parenting
- Offering workshops and informational materials

Child Care Fund

CocoKids' Child Care Fund helps low income families with financial assistance for child care and preschool costs. It is a voluntary program, which offers eligible families the ability to choose a child care provider and receive reimbursement for child care and development services. This program gives parents the opportunity to choose a child care provider who best meets the needs of their family and to monitor the quality of care provided. Children can move from one child care program to another and still receive financial assistance as long as the family continues to meet the eligibility and service need requirements.

The Child Care Fund Program operates in accordance with applicable State laws and regulations, and advocates for high quality child care placements for all children. Staff speaks a number of diverse languages and offers culturally competent services to the families of Contra Costa County. Staff also receives ongoing training on case management and confidentiality as well as training on early indicators of program misrepresentation and is directed to contact their supervisors, if they have concerns. CocoKids is committed to open and timely communication. It is our policy to treat all families and child care providers fairly and respectfully.

Child Health & Nutrition

The goal of the Child Health and Nutrition Program is to provide information and support for parents and child care providers in the areas of child nutrition, fitness, health and safety. The program is nationally recognized in the fight against child hunger and childhood obesity.

Learning Institute

CocoKids established the Learning Institute in 1997 to respond to the increasing demand for training by the Contra Costa child care community. The Institute's goal is to improve the quality of child care in Contra Costa County by encouraging all child care workers to pursue their own professional development and achieve excellence in their work with young children.

While the Learning Institute is physically located in Concord, CocoKids makes use of its offices in Antioch, Concord and Richmond to bring the learning experiences closer to providers. At each of these offices, CocoKids offers regional training and support.

SIZE AND SCOPE OF THE ORGANIZATION:

Our annual budget is \$24 million. Our major sources of revenue are contracts from the California Department of Education, First 5 Contra Costa, and various other grants, foundations and donors.

We currently have 60 paid staff which includes early childhood educators, subsidy counselors, enrollment specialist, child health and nutrition educators, resource and referral counselors and administrative staff.

BOARD OF DIRECTORS:

We have 9 board meetings per year on the 4th Thursday of the month. We currently have the following subcommittees: Finance Committee, Resource Development Committee, Executive Committee and various ad-hoc committees. Each committee meets monthly, quarterly or as needed. Board member terms are for three years and renewable based on a 2/3 majority vote by the Board of Directors.

The Present Board

Roy Immekus, **President**

Former Vice President/Credit Examiner, *Bank of the West*

Tracy Teale, **Vice President**

Treasurer Partner, CPA, *RINA Accountancy Corporation*

Demetrius Roberts, **Treasurer/Secretary**

Regional Sales Manager, Treasury Management Sales, *Wells Fargo Bank*

Barbara Grillo-Selleck, **Member**

Former Director of Montessori Education & Professor Emeritus, Early Childhood Education, *Contra Costa College*

Nicolas Gutierrez, **Member**

President, Entra Health Insurance Services and Benefits Broker, *Arrow Benefits Group*

Dr. Mary Beth Lannon, **Member**

Executive Director, Children's Specialty Services, *John Muir Health*

Michelle Lopes, **Member**

Senior Vice President Patient Care Services/Chief Nursing Officer, *John Muir Medical Center*

Barbara Moreland, **Member**

Former Director, Internal Communications and Events, *PMI Mortgage Insurance Co., Inc.*

Angeles Vallejo, **Member**

Owner and Director, *Family Child Care Business*

NEW MEMBERS BEING SOUGHT

Looking to the Future

As we continue the process of determining the future of the organization, we are seeking new board members to help us fulfill our mission. We are in need of long-range and strategic planning and are looking for board members to work as ambassadors to increase visibility in Contra Costa County and to promote the agency and our work.

First and foremost, we are looking for board members who have a clear desire to support the mission of a children's organization. Other skills and experience needed are: good written and verbal communication skills, someone with an entrepreneurial attitude who is able to think outside the box, good critical and analytical skills, long range planning skills, the ability to ask the hard questions and to express their own opinions in a respectful manner, and a willingness to work as a team player.

Experience in the areas of finance, marketing, fundraising, internet and web design, human resources, long range planning is helpful, but not necessary. Prior non-profit board experience or belonging to community organizations is a definite plus. While we clearly do not expect that any board member have all of these skills, we would expect a board member to possess some of them.

Board members are required to regularly attend scheduled meetings and provide expertise in an advisory capacity to the Executive Director. Board members are expected to make a personally meaningful financial contribution to the agency and to take an active role in developing fundraising strategies and raising money to support the organization's programs.