

# Member's Guide



## About The Manitoba Child Care Association (MCCA)

MCCA is a professional association for the early learning and child care workforce in Manitoba. With close to 4000 members, MCCA is proud to be the largest and most successful provincial child care organization in Canada. MCCA was established in 1974, is a registered charity, and operates as a not for profit organization. We are entirely membership funded and grateful to have the support of the child care workforce in Manitoba.

Our **Vision** is to promote and support an exceptional early learning and child care system by fueling our members to be proud and excited to belong to a progressive, respected profession. Our **Mission** is to advocate for a quality system of child care, to advance early learning and child care education as a profession, and provide services to our members.

## Benefits of an MCCA Membership

An MCCA membership can help you succeed. It is an investment in your credibility as a professional and in your personal career development. An MCCA membership provides you an opportunity to participate in events that allow you to learn, connect with your peers, share ideas, and find information. Regardless of your job title within the child care workforce, ongoing learning and engagement is essential for you to keep up with new ideas and best practices in order to be successful. Be sure to mention you are a personal MCCA member on your resume as it shows current and future employers that you are dedicated, career minded, and connected to your profession.

The synergy of a collection of people is far stronger than just one person. If you share an interest in early learning and child care as a profession and as an important public service, then it is far better to join MCCA and take advantage of all the resources and supports available to our members.

All MCCA members (with the exception of the \$10.00 Student Membership) receive a joint membership with the Canadian Child Care Federation (CCCCF), the national organization working to improve the quality of child care for Canadian families. You can be proud that your MCCA membership not only helps you individually, but also helps strengthen the child care system in Manitoba and across Canada.

## What does MCCA provide for you?

MCCA provides you resource information through our quarterly publication *Child Care Bridges*, and through the CCCC online publication *Interaction*. We have a resource library you can visit in person or we will mail your resources to you for FREE. You can view what is in our library in real time.

Manitoba Best Practices Licensing Manual for Early Learning and Child Care Centres recommends 24 hours of professional development per year for ECEs and CCAs. MCCA offers professional development workshops, institutes, and conferences that members can attend at a reduced rate. Members located outside of Winnipeg can attend workshop in their region, which are organized by the regional branches. Travel subsidy is available for those members located outside of Winnipeg to attend the annual provincial conference in May. The conference brochure will have more information.

Our large membership base enables us to negotiate lower group rates for programs such as:

- Group benefits plan, which includes life, disability, health & dental, and vision care
- Group RRSP and a registered pension plan
- Liability insurance (FCCPs, centres)

We offer a job board for centre members seeking employees or those seeking employment, recognition awards for members achieving excellence in their workplace, opportunities to meet new people and have fun at Week of ECE events. Members keen to be active, involved, and enhance their own skills can become an MCCA volunteer on various committees, special interest groups, or stand for election to our Board of Directors.

## What else does MCCA do?

Child care as a public service and as a profession has evolved because of the advocacy work of the Manitoba Child Care Association. As the voice of early learning and child care in Manitoba, we use the thrust of our substantial membership to strengthen the profession, expand services, and improve quality.

## Where is MCCA located?

MCCA's head office is located on the 2nd floor of the Royal Bank Building at the corner of McPhillips & Court Street in Winnipeg. Our phone number is 204-586-8587. Toll free in Manitoba is 1-888-323-4676. Parking is available less than a block away at the pay lot located west of the strip mall at 1021 Court St just before the Wal-mart parking lot. Parking is \$4.00 for the day. There is limited street parking.

## Our mailing address is:

Manitoba Child Care Association  
2nd floor, 2350 McPhillips St.  
Winnipeg, MB R2V 4J6

## What are MCCA office hours?

MCCA is open Monday to Friday, 8:00 am – 4:00 pm. The library is also open in the evenings and Saturdays when workshops are scheduled, call ahead for dates.



## I can't get to your resource library during the day. Will you mail my books?

Yes, a list of library resources is on our website, click on professional development, then lending library. We will mail the books and videos of your choice to you. You can return the books using the postage paid return mail labels we provide to you.

## I live outside of Winnipeg, what does MCCA offer for me?

MCCA provides financial assistance to our regional branches located throughout Manitoba. A regional branch is formed by local MCCA members who volunteer their time to carry out MCCA's mandate in their region. Regional events are often listed in the workshop brochure, are emailed to child care centres in the region, or listed online.

Go to the regional branch page on our website for more information about workshops and conferences hosted in the regions. Refer to the MCCA Regional Members Guide for more details.

## My contact information has changed, what should I do?

Complete a Change of Member Information Form. You can print one from our website [www.mccahouse.org](http://www.mccahouse.org). Your child care centre may have a supply of Change of Member Information Forms. You can fax the completed form to 204-589-5613, scan and email to Dianne at [djonespearson@mccahouse.org](mailto:djonespearson@mccahouse.org) or you can mail it to us. The centre director can also make changes on YM (Your Membership).

## How do I find out when workshops are scheduled?

Most workshops are held in the fall and the winter. Information about workshops is included in the September and December issue of Child Care Bridges. Workshops and other upcoming events are always on our website [www.mccahouse.org](http://www.mccahouse.org) and online registration begins end of August for Fall workshops and early December for Winter workshops.

## When is the annual conference held?

Our annual provincial conference is held the last week of May. The conference brochure is emailed to all Manitoba facilities in February. Conference is an awesome experience and a not to be missed event! You will meet new people, leave with new information, re-energized, and excited to be working in early learning and child care. The Minister of Family Services allows centres to close for either the Thursday or Friday of conference, if they remain open on Easter Monday. Online registration is available in early February annually.

MCCA also offers a Directors Conference for managers and supervisors and is held annually in the fall.

## What can I do to learn more about MCCA?

To be an informed and active MCCA member:

- Read all the print materials we provide to new members
- Visit our website often
- Read each issue of Child Care Bridges magazine
- Participate by coming to events, seeing what we do, meeting other members, volunteering on a committee!

If you are the director of a full or part-time child care centre, you will find additional information in the Executive Directors Guide. It is available on our website.

## Stay Connected

You can follow us on Facebook, Instagram, and Twitter.



@MCCAHOUSE



@manitobachildcare



The Manitoba Child Care Association



[www.mccahouse.org](http://www.mccahouse.org)

## What information can I find on the website?

Check our website often for the latest news, upcoming events, professional development opportunities, announcements, information about your membership, event registration, group benefits plan information and much more! .

## When is Child Care Bridges magazine mailed?

Bridges is published quarterly with a Spring, Summer, Fall and Winter edition. Individual members receive a paper copy and student members receive an electronic copy. Centre members also have a paper copy mailed to their centre.

Bridges is mailed out in: March June September December

If you would like to receive an electronic copy only, please contact Karen at [kkowalski@mccahouse.org](mailto:kkowalski@mccahouse.org)



## How do I become a member?

Complete an Individual Membership Application. You can print one from our website [www.mcchouse.org](http://www.mcchouse.org). Your child care centre may have a supply of application forms. Choose your payment option and submit the application with your fees (if you are not on payroll remittance). Annual fees can be pro-rated for the number of months remaining in the membership year.

## What does an MCCA membership cost?

Some child care centres pay for their employees' MCCA membership as an additional benefit. Others remit to MCCA the dues paid by their employees on payroll deductions. Individuals can also pay independently of their employer, either in full for the year by cheque, cash, credit card, or monthly by pre-authorized debit.

**Individuals** (payable annually, or monthly by payroll remittance of EFT):

Full time Professional (ECE): \$17.35/month

Part time Professional (ECE): \$10.34/month

Full time CCA: \$9.34/month

Part time CCA: \$6.34/month

Associate: \$116.00 annual or \$9.67/month

Student: \$10.00 (MCCA only) annual or \$35.00 (MCCA and CCCF) annual

### Child Care Facilities:

Family Child Care Provider: \$150.00 annual

Family Child Care Provider: \$12.50/month

Full time Child Care Centre: \$210.00

Part Time Child Care Centres: \$122.50

All membership categories (excluding the \$10.00 student membership) include a joint affiliate membership with the Canadian Child Care Federation.

Membership year is from January to December with the exception of student memberships (September 1-August 31). Receipts are only issued if requested. Individuals working in a facility will receive them by email to the facility. All others are emailed to the emails on file. Receipts for memberships, if requested, will be emailed out by February 28 the following year.

## Who should I call with other questions?

<b>Membership &amp; Registration Administrator</b>	<b>Dianne</b>	<b>204-336-5056</b>
<b>Executive Director</b>	<b>Jodie</b>	<b>204-336-5060</b>
<b>Assistant Executive Director</b>	<b>Karen</b>	<b>204-336-5062</b>
<b>Administrative Assistant/Librarian</b>	<b>Michelle</b>	<b>204-586-8587</b>
<b>Program Services Administrator</b>	<b>Kayla</b>	<b>204-336-5061</b>
<b>Finance and Accounting Manager</b>	<b>Mandeep</b>	<b>204-336-5064</b>



**Thanks to  
Child Care,  
Manitoba  
Works.**

