



Opportunities Exchange

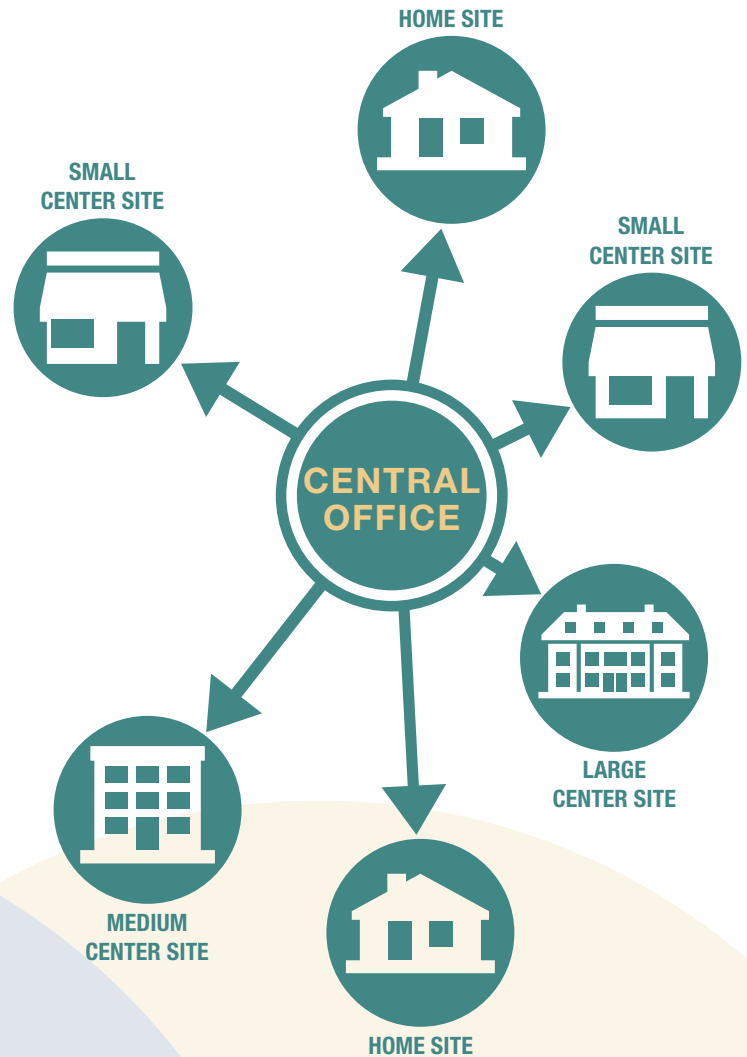
What is a Shared Services Alliance?

- A **Shared Services Alliance** is a membership organization, or a multi-site ECE organization, through which Shared Services are provided.
- **Alliance members** are center and/or home-based ECE providers who receive Shared Services through their membership, or as part of a multi-site ECE organization.
- An **Alliance Hub** is an entity that provides one or more Shared Services to the Alliance members; the hub could be a large center, another type of organization such as a Resource and Referral agency, or a central administrative office.
- **Alliance Hubs** generally charge a fee and/or receive grant support for providing these services.

What do Shared Service Hubs do?

Alliances offer a range of services and purchasing options to their members, including:

- Bookkeeping, billing and fee collection
- Fiscal oversight, grants reporting, audits, tracking and benchmarks
- Marketing and enrollment management
- Payroll and HR support
- Staffing—including recruitment, interview support, reference checks, orientation
- Substitute service or relief squad for classroom teachers
- Shared site-based professional development and support for pedagogical leadership
- Shared staff for a host of administrative tasks
- Shared staff to support quality improvement such as QRIS, ERS/CLASS, etc.
- Fundraising and fund development
- Janitorial and maintenance services
- Joint purchasing



How are Shared Service Alliances organized?

A centralized back office (hub) services a few or several sites which could include centers, homes or both.

EXAMPLE 1

Large center provides services to smaller centers or a network of family child care homes.

EXAMPLE 2

Centers and/or family child care homes benefit from a shared back office led by CCR+R, community foundation or other community-based organization.

EXAMPLE 3

Sites that are part of a multi-site organization share a central office.