

## **Organization of Child Care Directors**

**Email: [occdmd@gmail.com](mailto:occdmd@gmail.com)**

**332 W. Edmonston Drive  
Rockville, Maryland 20852**

**Website: [www.occdmd.org](http://www.occdmd.org)**

### **Attention Directors...It's that time of the year again! OCCD Membership Registration for September 2011 – May 2012**

The Organization of Child Care Directors (OCCD) is the only organization that understands what your job is really like! Why? We have all experienced the day to day trials and tribulations of working in the child care profession. OCCD is dedicated to providing training and support to those who administer children's programs. Our general membership meetings, special events and workshops are designed to meet the needs and interests of those in our unique profession.

Last year, we had 155 members. This year, we hope to include even more of you in our dynamic group. Our diverse membership includes Directors from Nursery Schools, Head Start Programs, Child Care Centers, School-Age Programs, Businesses and Individuals. Members represent a variety of agencies; non-profit, for profit, church/synagogue based, franchise, government, public and private. This diversity adds to the wealth of knowledge and expertise shared among our members and is a benefit to us all.

The Professional Development team has arranged an exciting schedule of events/trainings based on recommendations from members. Meetings will be held on the third (3<sup>rd</sup>) THURSDAY of the month between 9:15am-12:00pm (unless otherwise noted), at the Children's Resource Center (CRC) in Rockville. Participation will be limited at all events/trainings, so pre-registration will be required as each flyer is emailed. Directions are included in the flyer.

OCCD is "GREEN"; this means that information is available on the web at [www.occdmd.org](http://www.occdmd.org) and/or emailed to members. To register for events and training, or to ask questions, email us at [occdmd@gmail.com](mailto:occdmd@gmail.com).

The Directory, the information in it, and any emails sent by the organization, including but not limited to all contact information and addresses, are the property of the Organization of Child Care Directors ("OCCD"). This information is provided to OCCD members for use only in connection with OCCD-sponsored activities and other specifically-approved purposes. The information in the directory and emails may not be used for solicitations, advertising, mass mailings or any other purposes unrelated to the mission, objectives and policies of OCCD, or by any person or organization other than OCCD.

In order to become a member, complete the registration on the next page; remember to register one name per application. If you have a business card, attach it to the application. **Membership is non-transferable.**

Membership cards will be available at the meetings. If you would like your membership card mailed to you, please send a self addressed label to the attention of OCCD Membership, 332 W. Edmonston Drive, Rockville, Md. 20852.

Join NOW! Please complete the application and mail your application and check for \$90.00 to OCCD.

**\*Registration will not be prorated at any time during the year.\***

**Membership is for an individual person. Membership is not transferable.**

**Please fill out the application and send it with a check (Payable to OCCD) to: OCCD MEMBERSHIP, 332 W. Edmonston Drive, Rockville, MD 20852.**

-----  
**Organization of Child Care Directors**

**MEMBERSHIP APPLICATION for September 2011 – May 2012 (1 year membership)**

**Each member must have their own e-mail (not shared) for registering and receiving confirmation regarding events and trainings.**

**PLEASE PRINT CLEARLY or attach your business card with the following information.**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name of Center/Business: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Email Address \_\_\_\_\_

I hereby understand and agree that the information in the directory and emails may not be used for solicitations, advertising, mass mailings or any other purposes unrelated to the mission, objectives and policies of OCCD, or by any person or organization other than OCCD.

\_\_\_\_\_  
Member signature

\_\_\_\_\_  
Date

Please initial Yes \_\_\_\_\_ to allow OCCD to take pictures of you at an event or training to be used on our website, newsletter or bulletin board, Or No \_\_\_\_\_, if you do not want your picture used.

-----  
**Attention! You will need to pre-register for ALL events/trainings.**

Flyers will be emailed. After receiving the email members may register. Members may only register guests after the designated date.

To register for a training or event, send an email from your address to [occdmd@gmail.com](mailto:occdmd@gmail.com) . If responding for more than one member, you must send a separate email for each member who would like to attend. **If you send an email with more than one name, only the first name will be registered.** When responding, put your name in the (re:) part of the email.

When members register guests, after the designated date, put the full name of each guest in the body of a separate email. Members are responsible for the payment of the guest(s) once they are registered, even if they do not attend.

On the date stated on the flyer, members will receive an email to confirm that they are registered for the event/training. Email confirmations for guests will be sent to the members who registered them.

**REMEMBER PRE-REGISTRATION WILL BE REQUIRED AT ALL TRAININGS/EVENTS TO ENSURE ADEQUATE MATERIALS AND SPACE.**