

CAAEYC

***Capital Area Association for the Education of Young Children***

***CAAEYC Mission***

*The purpose of the Capital Area Association for the Education of Young Children (CAAEYC) is to enhance the lives of children by providing support for adults working with or on behalf of young children. CAAEYC expresses its mission in terms of three broad goals:*

* *Facilitating improvements in the professional practice of early childhood development and education.*
* *Increasing public understanding and support for high quality programs for young children and their families.*
* *Fostering collaboration and building a cohesive community of early childhood professionals.*

 Newsletter Committee

**Communicating with Members**

**Do you enjoy organizing projects and working with people?**

**Are you interested in helping members of CAAEYC stay up to date on what is happening in their association?**

**Are you familiar with lay-out techniques or have a desire to learn?**

**If so, CAAEYC has a committee for you!**

*Responsibilities:*

* Coordinating publication of the CAAEYC newsletter, the Courier, twice a year
* Establishing and communicating copy deadlines.
* Contacting contributing editors and committee chairpersons for article submissions
* Determining preliminary layout/content of newsletter
* Editing rough copy
* Proofreading final copy
* Overseeing final layout including titles, art work, etc.
* E-mailing final copy to printer



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 ***“The VOICE of Early Childhood in the Capital Area”***