I am the owner and operator of two daycare centers in Bunnell, FL., and opening my third center in two months. When asked what I do, I tell people I work in the office of a daycare center and do paperwork all day. After looking through our textbook “Human Resources Administration” by Webb and Norton, I think I will say I am a Human Resource administrator. Starting from chapter three to chapter ten are all topics I currently deal with on a day-to-day basis. I have been dealing with the issues mentioned in our book for thirteen years. I am winging it based on my beliefs and outlooks on different situations, as I have not had any training. I just knew that I wanted to run a daycare center and then opened up a home daycare one day. I had no employees but learned fast that I was the parents’ employee in a roundabout way. I had to learn how to stand up for myself and implement the rules I had in place. Looking back now, this is when I started my career as a Human Resource administrator. Now I currently have fourteen staff members and am looking to recruit more for the new center.

I took this class for two reasons. One reason is that it is a requirement for graduation and the second reason is to gain the knowledge to address these situations professionally. I have learned that Human Resources is the base of a successful business. I base success on the longevity of an employee. At this time, I have one employee that has been part of the company for thirteen years, two for ten years, five for five years, four over two years, and two that have just started. Employees will not stay if they are not recognized as people first, poorly treated, working in hazardous conditions, or feeling unappreciated. These are a few things I strive to prevent because I know there would be no business if not for them.

I always keep my eyes and ears open to ensure that I meet Human Resources needs in my centers. I make sure I am available and approachable at all times. All staff members have my cellphone number to ensure this, as they may feel more comfortable texting or not talking face to face. I also respect the staff by listing without interrupting them, and when they are done speaking, I repeat what I heard to make sure I truly understand what they are saying. Then I include them in resolving the issue/s by asking for their input and ideas on what needs to change to improve or correct the problem. I am interested in learning about each chapter to understand what a Human Resource Administrator is responsible for and learn the correct ways to approach different situations.

Webb, L. D., & Norton, M. S. (2013). Human resources administration: Personnel issues and needs in education (6thed.). Upper Saddle River, NJ: Merrill.