**Section 405.10 Day Care Agency Administrator**

a) The Day Care Agency Administrator is that person designated by the governing body to carry out the day-to-day management of the agency and the established policies and procedures.

b) The Day Care Agency Administrator shall have:

1) a Master's Degree in Child Development or an equivalent Master's Degree in a human service field from an accredited college or university, and two years supervisory experience in a nursery school, kindergarten, or licensed day care center; or

2) a Bachelor's Degree from an accredited college or university and four years of experience in a nursery school, kindergarten, or licensed day care center, at least two years of which were supervisory.

c) The Day Care Agency Administrator shall have the following responsibilities:

1) Recommendation to the Department regarding the licensure of day care home supervised by the agency in accordance with 89 Ill. Adm. Code 406: Licensing Standards For Day Care Homes.

2) Provision of referral services, technical assistance, supervision and training to day care homes as determined by the governing body.