The purpose of the Shared Services Advisory Committee is to inform statewide efforts to provide resources, both state and local, to sustain child care businesses and improve the access to quality care for families. These efforts are led by the Early Childhood Investment Corporation (ECIC). Below are the roles and responsibilities of an Advisory Committee member and the make-up and structure of the group.

### Membership
- 20 member group; additional members may join subcommittees
- Balance cross-sector and geographical representation
- Desired representation:
  - Providers-all license types
  - Child Care Licensing
  - State Government
  - Resource Centers
  - Businesses
  - Philanthropy
  - Community Leaders
  - Families
  - Education/Higher Education

### Roles and Responsibility
- Commitment to attend and actively participate in all meetings
- Commitment to a 1-3 year term
- Mentor a successor for the same sector or geographic area
- Bring the voice and experiences of the local community to the state level
- Encourage local engagement to sustain child care businesses

### Structure
- Quarterly meetings will be held at the ECIC office in Lansing, with the opportunity for virtual engagement
- Terms will be staggered to ensure continuity of membership
- Lead by two co-chairs (roles and responsibilities below)

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**Shared Services Advisory Leadership**

Co-chairs will be selected from existing Advisory Committee members by their peers and ECIC.

**Membership**
- Current Co-Chairs
- New Chairs-Will have served a term or partial term on the Advisory Committee
- ECIC Staff
- Balance of geographic and cross-sector representation
- Collaboratively minded

**Roles and Responsibility & Experience**
- Commitment to a 1-3 year term
- Experience, expertise, and/or deep passion for implementing Shared Services in Michigan
- Knowledgeable about Shared Services in theory and in practice
- Connections to local implementation

**Structure**
- Meetings will be held monthly, or as needed, primarily via conference call or virtual technologies

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ECIC is grateful to the W.K. Kellogg Foundation for their strategic philanthropic investment that provided seed funding to launch this statewide Shared Services initiative in Michigan.