

[welcome!



a little  
**about me...**

**HELLO**  
my name is

Kara Lehnhardt



a little  
**about me...**

**HELLO**  
my name is

Kara Lehnhardt



[ a little  
**about you...**



# Insert Poll 1



[ is a director credential on  
**my itinerary?**


## **The Program Administrator....**

is the individual responsible for planning, implementing, and evaluating an early care and education program. The role of the administrator covers both leadership and management functions.

[ **role titles vary** ]



at your  
**service...**



*McCormick Center for  
Early Childhood Leadership*



# leadership **matters...**

// To create early childhood programs with work environments that develop, support, and retain skilled teachers, **program directors** capable of strong leadership are essential. //





# Insert Poll 2

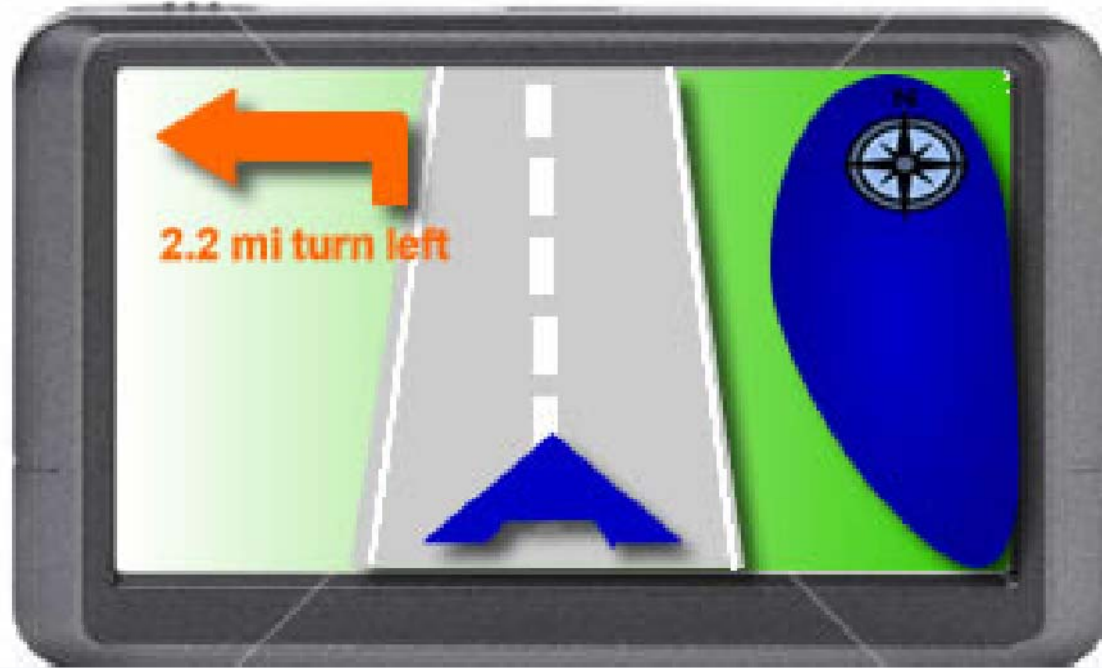


# [today's road map...

- Mapping my journey – If only I could use GPS!
- Is a director credential on my itinerary?  
Is it worth the trip?
- Which route is best? –  
Options for earning my director credential
- Where do I start?
- Raffle!



# [ mapping my journey



# [ mapping my journey



“ For a stellar career, take a left-hand turn in 2.2 miles. ”



# mapping my journey

Career paths require  
continuous reflection.



# [mapping my journey

“ The best way to  
invent the future you  
want is to practice  
imagining it. ”

— H.B. Gelatt

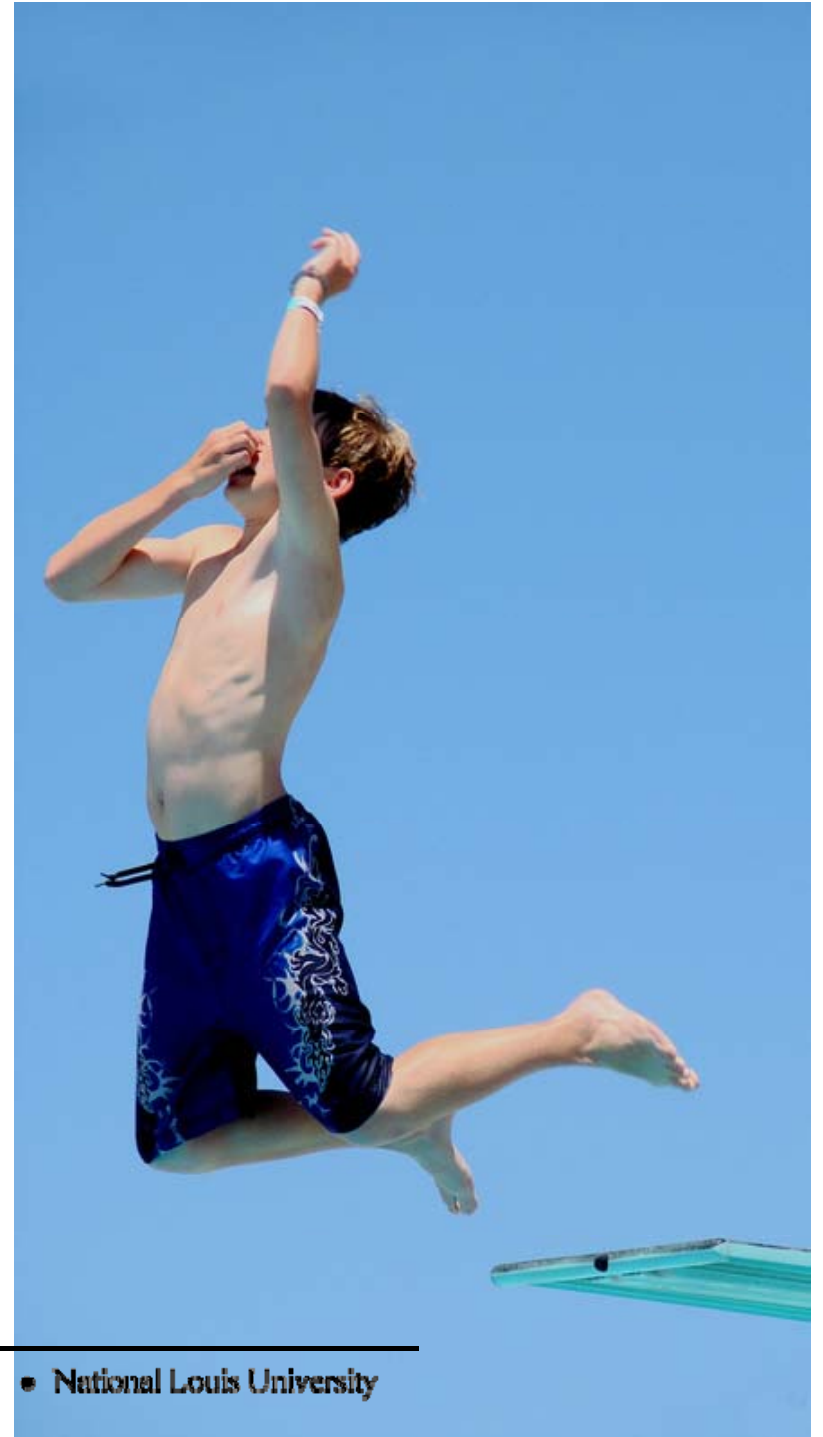




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# [ mapping my journey

If we want to have happy, meaningful, energizing careers, we have to make the choices and approach the future with **intentionally.**





# mapping my journey



is a director credential on  
**my itinerary?**



Once upon a time...



is a director credential on  
**my itinerary?**

Insert poll 3



is a director credential on  
**my itinerary?**



“ Great teacher, turn left here.  
You’re now a director! ”





# Is a director credential on **my itinerary?**



The director's role requires knowledge and a skill set **beyond** strong knowledge of child development, classroom management, and those skills that are required in the classroom.



is a director credential on  
**my itinerary?**

Insert poll 4



is a director credential on  
**my itinerary?**

## Program Administration Competencies





# Is a director credential on my itinerary?

## Program Administration Competencies

- Legal and Fiscal Management
- Staff Management and Human Relations
- Educational Programming
- Program Operations and Facilities Management
- Family Support
- Marketing and Public Relations
- Leadership and Advocacy
- Oral and Written Communication
- Technology
- Child Growth and Development
- Personal and Professional Self-Awareness

Bloom, P. (2007). *From the Inside Out: The Power of Reflection and Self-Awareness*. Lake Forest: New Horizons.



# Is a director credential on **my itinerary?**

## Director Credentials include:

- Voluntary or required
- Coursework (formal, credit-bearing or training)
  - General ECE coursework
  - Specialized coursework in administration
- Work experience
- Professional contributions – reflective writing or a portfolio
- Renewal requirements



# [ is a credential **worth the trip?**

## What's in it for me?

- It might be required by:
  - Career lattices
  - Professional development systems
  - QRIS
  - Technical assistance projects
  - Organizational job requirements



# [ is a credential **worth the trip?**

## **What's in it for me?**

- It might be required
- Being a credentialed director may help you achieve program accreditation





## Designated Program Administrator Qualifications

### Alternative Pathways

#### to Achieve Educational Qualifications of the Designated Program Administrator

Programs may choose to meet educational requirements for the designated program administrator by demonstrating that they have at least 100 points by the values assigned in the Alternative Pathways table below. To view other options by which the designated program administrator can meet educational requirements, refer to the Candidacy Requirements at [www.naeyc.org/academy](http://www.naeyc.org/academy) or criterion 10.A.02 in the [TORCH](#) Criteria Search.<sup>1</sup>

Formal Education <a href="http://www.naeyc.org/academy">http://www.naeyc.org/academy</a>		Experience		Relevant Training and Credentials	
<i>Must be able to document educational experiences equaling a minimum of 50 points and a maximum of 70 points from this column</i>		<i>Must be able to document work experiences equaling a minimum of 15 and a maximum of 50 points from this column</i>		<i>Must be able to document a minimum of five points and a maximum of 35 points from this column</i>	
A baccalaureate degree or higher in early childhood education, child development and family studies, early childhood special education, or elementary education, any of which encompasses development and learning of children birth through kindergarten, but is lacking nine credit hours in leadership, management or administration	70	At least five years of experience as a program administrator that includes leading a program through the NAEYC Accreditation process and maintaining NAEYC Accreditation for at least two years	50	College credits or training hours that are related to management knowledge or skills and to early childhood knowledge or skills.  One college credit equals four points	4
A baccalaureate degree or higher in educational leadership, management, or a related field (human services administration, business administration, organizational development, public administration) but is lacking 24 credit hours that encompass development and learning of children birth through kindergarten	65	At least three years of experience as a program administrator that includes successfully leading the program through the NAEYC Accreditation process (at least 12 months before the site visit)	40	Four contact hours of training within the past five years equals one point	1
A baccalaureate degree or higher in a field such as social work or psychology but is lacking 24 credit hours that encompass development and learning of children birth through kindergarten and is lacking 9 credit hours in leadership, management or administration	60	At least three years experience as a program administrator in a NAEYC-Accredited program during which accreditation has been consistently maintained	30	<a href="#">Administrator Credentials Recognized by NAEYC</a> equals 35 points	35
	55	At least five years of	25		



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## Administrator Credentials Recognized by NAEYC

### Administrator Credentials Recognized by NAEYC in the Alternative Pathways to Achieve Educational Qualifications of the Designated Program Administrator

Individuals who currently hold one of the administrator credentials listed below qualify for the maximum number of points (35 points) in the *relevant training and credentials* column within the [Alternative Pathways to Achieving Educational Qualifications of a Program Administrator](#). To be recognized, an administrator credential must require the completion of at least nine credit hours or a minimum of 144 clock hours of training in areas that address early childhood education as well as program administration, management and leadership.

Individuals do not meet the educational requirements of the designated program administrator when *only* holding one of the administrator credentials listed below. To view the educational requirements of the designated program administrator, refer to the Candidacy Requirements at [www.naeyc.org/academy](http://www.naeyc.org/academy) or criterion 10.A.02 in the [TORCH](#) Criteria Search.

Credential	Relevant Courses (If Applicable)
<a href="#">Aim4Excellence Online National Director Credential</a>	
Arkansas Children's Program Administrator Credential	
<a href="#">California Child Development Permit</a>	Site Supervisor or Program Director
<a href="#">Child Care Education Institute Early Childhood Credential</a>	
<a href="#">Colorado Early Childhood Professional Credential</a>	Levels II - VI
<a href="#">Connecticut Director's Credential</a>	
<a href="#">District of Columbia Director Credential</a>	
<a href="#">Florida Director Credential</a>	Level 1, 2, or Advanced
<a href="#">Illinois Director Credential</a>	
Kansas/Missouri Early Childhood Director's Credential: <a href="#">The Kansas Early Childhood Director Credential</a> <a href="#">The Missouri Early Childhood Directors Credential</a>	
<a href="#">Kentucky Director's Credential</a>	
<a href="#">Massachusetts Director I or Director II Credential</a>	
<a href="#">MnAEYC Early Childhood Director's Credential</a>	Both credit-based options
<a href="#">Minnesota Directors Credential</a>	Non-credit based Eager-to-Learn Online option



## Administrator Credentials Recognized by NAEYC

Credential	Relevant Courses (If Applicable)
<a href="#">New Hampshire Center Director Credential</a>	Level 2-4
<a href="#">New Jersey Administrators' Credential</a>	
New Mexico Early Childhood Program Administration Certificate	
<a href="#">New York Children's Program Administrator Credential</a>	
<a href="#">North Carolina Early Childhood Administration Credential</a>	
<a href="#">Oklahoma Director's Credential</a>	Silver or Gold
<a href="#">Oregon Registry Director Credential</a>	
<a href="#">Pennsylvania Director Core or Advanced Certificate</a>	
<a href="#">Rutgers University Center for Children and Childhood Studies: Division of Early Childhood Education Early Childhood Administrator's Credential</a>	
<a href="#">South Carolina State Director Credential</a>	
<a href="#">South Central College Administration of Child Care Programs Online Advanced Certificate</a>	
<a href="#">South Dakota Leadership Credential</a>	Track One or Track Two
<a href="#">Tennessee Early Childhood Program Administrator</a>	
<a href="#">Vermont Early Childhood Program Director Credential</a>	
<a href="#">Wisconsin Professional Credential for Child Care Administrator</a>	
<a href="#">University of Wisconsin-Milwaukee Certificate in Child Care Administration</a>	



# [ is a credential **worth the trip?**

## **What's in it for me?**

- It might be required
- Being a credentialed director may help you achieve program accreditation
- Career advancement – standing out from the crowd



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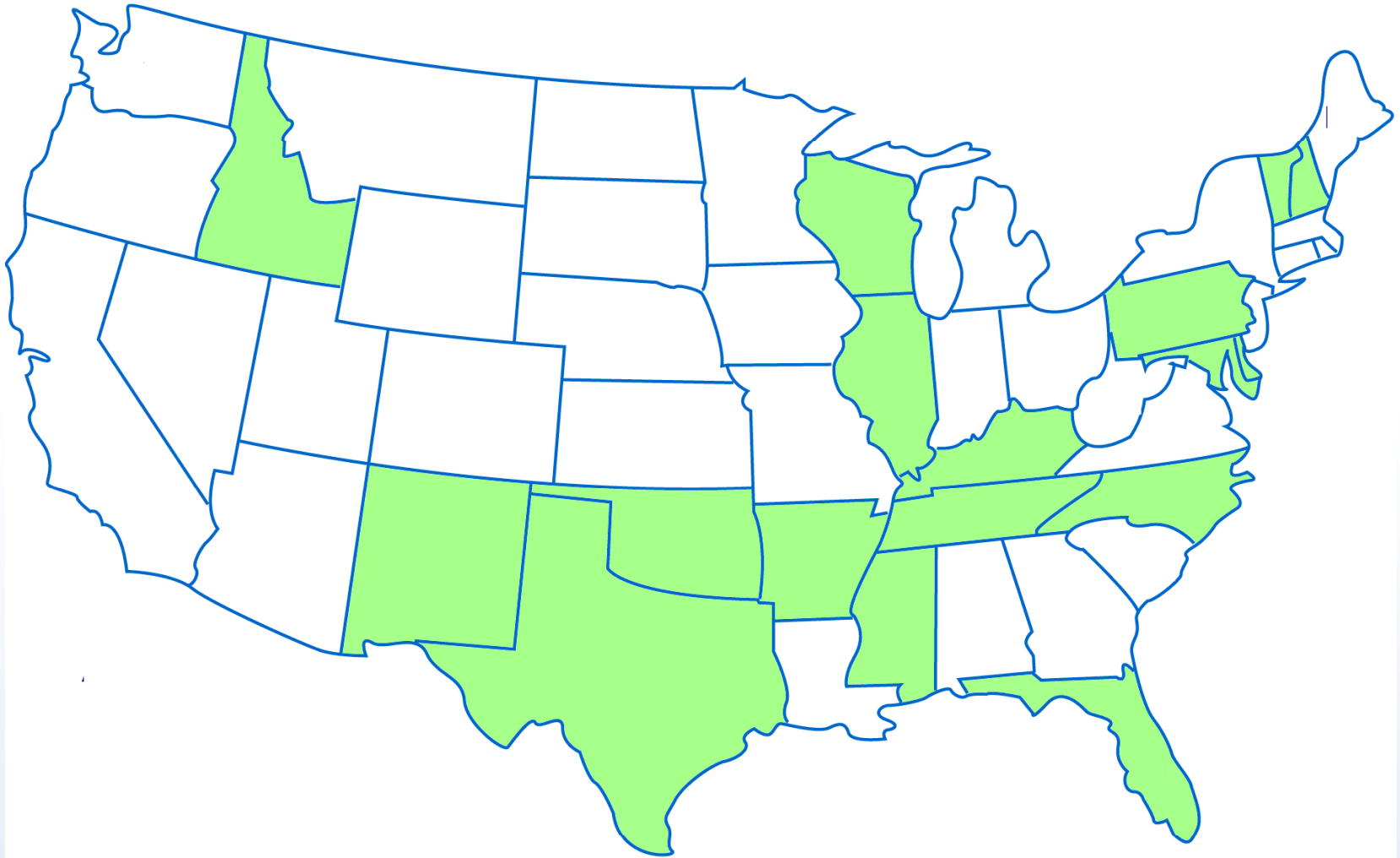


which route  
**is best?**

Insert Poll 5



# [ states with director credentials



# which route is best?



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## Director Credentials in State Professional Development Systems (PDS) and Administrator Qualifications in State Quality Rating and Improvement Systems (QRIS)

### ARKANSAS

Director Credential		
Name and Contact	Format	Competency Areas
Jo Ann Nalley <a href="#">Childhood Services</a> <a href="#">Arkansas State</a> <a href="#">University</a>  870-972-3055 888-429-1585	<p>The <i>Arkansas Children's Program Administrator Certificate</i> (60 CH) is offered in three 2-day seminars for 4.8 CEUs.</p> <p>The <i>Arkansas Children's Program Administrator Credential</i> (60 CH) consists of a customized selection of seminars that equal 6.0 CEUs.</p>	<p><b>Certificate</b></p> <ul style="list-style-type: none"> <li>- Organizational management</li> <li>- Staffing and supervision</li> <li>- Professional development</li> <li>- Legal and financial management</li> <li>- Family and community relations</li> <li>- Program development</li> </ul> <p><b>Credential</b></p> <ul style="list-style-type: none"> <li>- Managing conflict and change</li> </ul>

which route  
is best?

# Aim4Excellence™

## National Director Credential

- 9 online modules for early childhood administrators
- May take all 9 to earn credential or one/several to build competencies
- Focus on the essential skills and knowledge needed to deliver high-quality programming
- 16-20 hours of content per module
- Link to NAEYC Accreditation, college credit, and state professional development systems



which route  
is best?

# Aim4Excellence™ Modules

1. Leading the Way
2. Recruiting, Selecting, and Orienting Staff
3. Promoting Peak Performance
4. Managing Program Operations
5. Building a Sound Business Strategy
6. Planning Indoor and Outdoor Environments
7. Supporting Children's Development and Learning
8. Creating Partnerships with Families
9. Evaluating Program Quality







**Let's take a tour**



where do I  
**start?**



*McCormick Center for*  
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**Aim4Excellence™**

National Director Credential

<http://aim4excellence.nl.edu>



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modules

about A4x

register

resources

FAQ

## Welcome to Aim4Excellence™

Aim4Excellence™ is an online national director credential for early childhood administrators. The credential focuses on the essential knowledge and skills you need to deliver high-quality programming for children.

The online modules are designed to help you better manage the many tasks you juggle everyday as an early childhood director. The content is specific to your work and designed around your unique needs as a busy adult learner.

With Aim4Excellence™ you'll...

- Learn at your own pace
- Access everything you need from the convenience of your computer
- Discover compelling content specific to your leadership role
- Experience interactive content and rich media



*Click above to play an informational video.*

Aim4Excellence™ includes nine self-paced [modules](#). Take all nine modules to earn the Aim4Excellence™ national director credential or take only one or a few to build competence in a specific management area. Modules can be taken [for credit](#) or noncredit.

1. Leading the Way
2. Recruiting, Selecting, and Orienting Staff
3. Promoting Peak Performance

where do I  
**start?**



*McCormick Center for*  
Early Childhood Leadership

**<http://cecl.nl.edu>**





# McCormick Center for Early Childhood Leadership

...building a brighter future for children, one leader at a time



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## our mission

The McCormick Center for Early Childhood Leadership is dedicated to enhancing the management skills, professional orientation, and leadership capacity of early childhood administrators. The activities of the Center encompass four areas: training and technical assistance, program evaluation, research, and public awareness. [Read more about why leadership matters in early childhood education »](#)



Is your state raising the bar  
on program administration for early learning as a part of the  
**Race to the Top—Early Learning Challenge?**  
The McCormick Center for Early Childhood Leadership can help.

read  
more

## headlines & alerts

### Race to the Top – Early Learning Challenge We can help!

The McCormick Center provides a range of services and products that can support states' efforts to raise the bar on program administration for early learning programs.

### What's new with the PAS?

The McCormick Center announces the publication of the second edition of the *Program Administration Scale (PAS)*. Watch a brief presentation to see what's new.

## upcoming events



**November 16, 2011**

[Free webinar: I'm an ECE Administrator!  
Now What? Scaffolding for Career  
Development and Program Improvement](#)

**December 9, 2011**

[Webinar: Take Your Presentations to the  
Next Level with Prezi](#)

**March 8-9, 2012**

Technology Institute - Vibrant Videos: How to

[thank  
you!



[ raffle  
time!

