

# PROFESSIONAL DEVELOPMENT PROGRAM

## LEVELS OF QUALIFICATION MATRIX

### 2.1 EXPLANATION

There are seven (7) levels within the Professional Development Matrix. Each level has requirements pertaining to education, experience, defined renewal expectations, alternative qualifications, and supervision authorizations. **To qualify for each level, the requirements from the previous level must be met.** It should be noted that participating in the NAD PDP does not replace or may not fulfill state requirements for ECE employee PD. It is the candidate's responsibility to meet individual state or providential requirements for professional development.

### 2.2 LEVELS OF QUALIFICATION

PROFESSIONAL ACHIEVEMENT RECOGNITION, LEVEL 1	
Educational Requirements	<ul style="list-style-type: none"> <li>6 semester/9 quarter units Early Childhood Education (ECE), Child Development (CD) or equivalent</li> </ul>
Alternative Educational Qualifications	<ul style="list-style-type: none"> <li>High school diploma or GED</li> </ul>
Experience Requirements	<ul style="list-style-type: none"> <li>None</li> </ul>
Five-year Renewal Expectations	<ul style="list-style-type: none"> <li>120 clock hours PD or 6 semester/9 quarter units</li> <li>Portfolio development (see 1.6)</li> </ul>
Supervision Authorizations	<ul style="list-style-type: none"> <li>Level 1 candidate may be authorized to instruct children under the supervision of a Level 2 teacher/equivalent or above</li> </ul>
PROFESSIONAL ACHIEVEMENT RECOGNITION, LEVEL 2 (Must meet all qualifications for Level 1)	
Educational Requirements	<ul style="list-style-type: none"> <li>12 semester/18 quarter units ECE/CD, including at least one of the following core courses – Health and Safety; Child Growth/Development; Child/Family/Community; Program/Curriculum Planning</li> </ul>
Alternative Qualifications	<ul style="list-style-type: none"> <li>Child Development Associate (CDA) Credential or equivalent to state/provincial qualifications. For more information visit <a href="http://www.cdacouncil.org/">http://www.cdacouncil.org/</a></li> </ul>
Experience Requirements	<ul style="list-style-type: none"> <li>150 hours of teaching in an ECE classroom to be completed within a two-year period</li> </ul>

Five-year Renewal Expectations	<ul style="list-style-type: none"> <li>• 120 clock hours PD or 6 semester/9 quarter units</li> <li>• Portfolio development (see 1.6)</li> <li>• Professional growth (see 1.3-1.5; PD in Appendix)</li> <li>• Professional Development Religion requirements (see 1.7)</li> </ul>
Supervision Authorizations	<ul style="list-style-type: none"> <li>• Level 2 candidate may be authorized to open/close center</li> <li>• Level 2 candidate may be authorized to supervise Level 1 teachers</li> </ul>
<b>PROFESSIONAL ACHIEVEMENT RECOGNITION, LEVEL 3</b> (Must meet all qualifications for Level 2)	
Educational Requirements	<ul style="list-style-type: none"> <li>• 24 semester/36 quarter credit hours ECE/CD, including core courses</li> <li>• 16 semester/24 quarter credit hours of general education (as suggested by your college/university academic advisor)</li> <li>• 3 semester hour/4.5 quarter credit hour/ 90 clock hours or 9 CEUs</li> </ul>
Alternative Qualifications	<ul style="list-style-type: none"> <li>• Associate degree or higher ECE/CD or related field</li> <li>• 3 semester/4.5 quarter units of supervised field experience in an ECE setting</li> </ul>
Experience Requirements	<ul style="list-style-type: none"> <li>• 525 hours of teaching in an ECE classroom to be completed within a four-year period</li> </ul>
Five-year Renewal Expectations	<ul style="list-style-type: none"> <li>• 120 clock hours PD or 6 semester/9 quarter unit/</li> <li>• Portfolio development (see 1.6)</li> <li>• Professional growth (see 1.3-1.5; PD in Appendix)</li> <li>• Professional Development Religion requirements (see 1.7)</li> </ul>
Supervision Authorizations	<ul style="list-style-type: none"> <li>• Level 3 candidate may be authorized to open/close center</li> <li>• Level 3 candidate may be authorized to supervise Level 1-2 teachers</li> </ul>
<b>PROFESSIONAL ACHIEVEMENT RECOGNITION, LEVEL 4</b> (Must meet all qualifications for Level 3)	
Educational Requirements	<p>A total of 48 semester/72 quarter credit hours as follows:</p> <ul style="list-style-type: none"> <li>• 24 semester/36 quarter credit hours ECE/CD, including core courses</li> <li>• 16 semester/24 quarter credit hours of general education (as suggested by your college/university academic advisor)</li> <li>• 6 semester/9 quarter credit hours specialization units (<i>Infant/Toddler, School Age Emphasis, Special Education, Administration</i>)</li> <li>• 2 semester/3 quarter credit hours adult supervision</li> <li>• 6 semester hour/9 quarter credit hour/ 180 clock hours or 18 CEUs</li> </ul>

Alternative Qualifications	<ul style="list-style-type: none"> <li>• Bachelor’s degree or higher with 12 semester/18 quarter credit hours ECE/CD</li> <li>• 3 semester/4.5 quarter units of supervised field experience (<i>student teaching, administrative and supervision lab/experience</i>) in ECE setting</li> </ul>
Experience Requirements	<ul style="list-style-type: none"> <li>• 1,050 hours of teaching in an ECE classroom to be completed within a four-year period</li> </ul>
Five-year Renewal Expectations	<ul style="list-style-type: none"> <li>• 120 clock hours PD</li> <li>• Portfolio development (see 1.6)</li> <li>• Professional growth (see 1.3-1.5; PD in Appendix)</li> <li>• Professional Development Religion requirements (see 1.7)</li> </ul>
Supervision Authorizations	<ul style="list-style-type: none"> <li>• Level 4 candidate may be authorized to open/close center</li> <li>• Level 4 may be authorized to supervise Level 1-3 teachers</li> <li>• Serve as coordinator of curriculum and staff development</li> </ul>
<b>PROFESSIONAL ACHIEVEMENT RECOGNITION, LEVEL 5</b> (Must meet all qualifications for Level 4)	
Educational Requirements	<p><b>A total of 68 semester/102 quarter credit hours as follows:</b></p> <ul style="list-style-type: none"> <li>• Associate degree (or 60 semester/90 quarter credit hours) with 24 ECE/CD units, including core courses</li> <li>• 6 semester/9 quarter credit hours of administration courses</li> <li>• 2 semester/3 quarter credit hours of adult supervision courses</li> <li>• 9 semester hour/12 quarter credit hour/ 270 clock hours or CEUs</li> </ul>
Alternative Qualifications	<ul style="list-style-type: none"> <li>• Bachelor’s degree or higher with 12 semester/18 quarter credit hours ECE/CD</li> <li>• 3 semester/4.5 quarter credit hours in administration or 90 clock hours supervised administrative field experience in an ECE setting</li> </ul>
Experience Requirements	<ul style="list-style-type: none"> <li>• 1,050 hours of teaching in an ECE classroom to be completed within a four-year period</li> <li>• Documented leadership or supervisory experience</li> </ul>
Five-year Renewal Expectations	<ul style="list-style-type: none"> <li>• 120 clock hours PD</li> <li>• Portfolio development (see 1.6)</li> <li>• Professional growth (see 1.3-1.5; PD in Appendix)</li> <li>• Professional Development Religion requirements (see 1.7)</li> </ul>

Supervision Authorizations	<p>Level 5 candidate:</p> <ul style="list-style-type: none"> <li>• May be authorized to open/close center</li> <li>• Can mentor and supervise Level 1-4 teachers</li> <li>• Supervise single site program</li> <li>• Serve as coordinator for curriculum and staff development</li> <li>• Assign personnel responsibilities</li> </ul>
<p><b>PROFESSIONAL ACHIEVEMENT RECOGNITION, LEVEL 6</b> (Must meet all qualifications for Level 5)</p>	
Educational Requirements	<ul style="list-style-type: none"> <li>• Bachelor’s degree with 24 semester/36 quarter credit hours ECE/CD, including core courses</li> <li>• 6 semester/9 quarter credit hours of administration</li> <li>• 12 semester/18 quarter credit hours of Religion classes from a Seventh-day Adventist College/University or 36 CEUs (see 1.7)</li> <li>• 2 semester/3 quarter credit hours of adult supervision</li> </ul>
Alternative Qualifications	<ul style="list-style-type: none"> <li>• Master’s degree or higher in ECE/CD</li> <li>• 3 semester/4.5 quarter credit hours in administration or 90 clock hours supervised administrative field experience in ECE setting</li> </ul>
Experience Requirements	<ul style="list-style-type: none"> <li>• Level 5 experience for a minimum of 1 year</li> </ul>
Five-year Renewal Expectations	<ul style="list-style-type: none"> <li>• 120 clock hours PD</li> <li>• Portfolio development (see 1.6)</li> <li>• Professional growth (see 1.3-1.5; PD in Appendix)</li> </ul>
Supervision Authorizations	<p>Level 6 candidate:</p> <ul style="list-style-type: none"> <li>• May be authorized to open/close center</li> <li>• Can mentor and supervise Level 1-5 teachers</li> <li>• Supervise single site program</li> <li>• Serve as coordinator for curriculum and staff development</li> <li>• Assign personnel responsibilities</li> <li>• Provide oversight for at least one other program</li> <li>• Serve as local conference office of education ECE liaison</li> </ul>

<b>PROFESSIONAL ACHIEVEMENT RECOGNITION, LEVEL 7</b> (Must meet all qualifications for Level 6)	
Educational Requirements	<ul style="list-style-type: none"> <li>• Master's degree with 24 semester/36 quarter credit hours ECE/CD, including core courses and maximum religion requirements (see 1.7)</li> </ul>
Alternative Qualifications	<ul style="list-style-type: none"> <li>• Doctorate degree in ECE/CD</li> <li>• 3 semester/4.5 quarter credit hours in administration or 90 clock hours supervised administrative field experience in an ECE setting</li> </ul>
Experience Requirements	<ul style="list-style-type: none"> <li>• Level 6 experience for a minimum of 1 year</li> </ul>
Five-year Renewal Expectations	<ul style="list-style-type: none"> <li>• 120 clock hours PD</li> <li>• Portfolio development (see 1.6)</li> <li>• Professional growth (see 1.3-1.5; PD in Appendix)</li> </ul>
Supervision Authorizations	<p>Level 7 candidate:</p> <ul style="list-style-type: none"> <li>• May be authorized to open/close center</li> <li>• Can mentor and supervise Level 1-6 teachers</li> <li>• Supervise multiple site programs</li> <li>• Serve as coordinator for curriculum and staff development</li> <li>• Assign personnel responsibilities</li> <li>• Serve as local conference office of education ECE liaison</li> <li>• Serve as union coordinator for ECE</li> </ul>