

# Assistant Teacher Qualifications Worksheet

Teaching personnel other than the lead teacher.



Program Name: \_\_\_\_\_

Date: \_\_\_\_\_

ASSISTANT Teacher Name:	Date of Hire	40 hr state mandated training <u>date completed</u> OR <u>date training started</u> if not complete	# of In- service hours completed within the last 13 months	Completed HS or GED Yes   No	FCCPC Status date awarded or renewed   actively pursuing: start date		AA/AS in: (list field/ major) date awarded   actively pursuing: start date		BA/BS in: (list field/ major) date awarded   actively pursuing: start date		Masters in : (list field/ major) date awarded   actively pursuing: start date	
	If degree in field other than Early Childhood Education, how many credit hours obtained in Early Childhood Education:		# hrs of Curriculum Training completed in site declared curriculum	# hrs of Training Completed in most recent FL Standards	Professional Development Plan in Place: <b>Yes or No</b>	*Goals on Prof. Develop. Plan (use codes at bottom of page):	*Goals <b>MET</b> on Prof. Develop. Plan (use same codes):	**List Professional Contributions (see note at bottom of page):				
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***Professional Goals / Goals Met / Contributions must be listed or state "none"***

\*Professional Development Goals: **Codes (1)** Education: **a.** FCCPC **b.** AA/AS ECE **c.** BA ECE **(2)** Additional training to strenghten specific skills: **a.** challenging behavior (i.e. PBS, DECA, Because It Matters), **b.** literacy, phonological awareness **c.** math/science **d.** infant/toddler **e.** child assessment **f.** curriculum/lesson planning **g.** special needs **h.** other - specify **(3)** Join a professional organization **(4)** Actively participate in a professional organization as committee or board member **(5)** Prepare and deliver a presentation at a staff meeting or other setting **(6)** Attend a local, state or national conference **(7)** Renew CDA/FCCPC **(8)** Taking the lead on implementation of PBS or DECA into center

\*\* Professional contributions include any of the following for Directors and instructional staff: be an active member of a professional early childhood association; attend a local, state, national or international ECE conference; hold a position as an officer in an early childhood professional association; presenter at local ECE workshops; presenter at a state or national conference; documented mentoring of peers; taking the lead on implementation of PBS or DECA.