

Qualification Worksheet for Teachers, Assistant Teachers, and Family Advocates

Applicant Name: Suzie Sample

Position of Interest: TBD

Date Verified: 00/00/00

Admin Reviewer: Ed Spec.

Applicant Information Requested		YES / NO
Complete C.A.T. Application received:	Current C.A.T staff: <input type="checkbox"/>	
Letter of Intent received:		
Resume received:		
Enrolled in the CBR: <u>00/00/0000</u>		
CBR #:	CBR Expires:	NA YES / NO
Copy of credential received: CDA <input type="checkbox"/>	*Family Services or related field <input type="checkbox"/>	
Copy of Oregon Registry Step certificate received:	Step: <u>0</u>	
College issued transcripts(s) received:		
Copy of college degree (s) received:		
Oregon teaching license w/ECE authorization received:		

Experience	YES / NO
Applicant has some experience teaching preschool-age children (<i>HS Act Teacher requirement</i>):	
Applicant has 1-year of experience teaching preschool-age children:	
Applicant has 2-years experience teaching preschool-age children:	
Applicant has some supervisory experience:	
Applicant has 1-year of supervisory experience:	

Applicant Qualifications	YES / NO
Applicant meets Assistant Teacher requirements of 2013?	
<ul style="list-style-type: none"> If hired as an Assistant Teacher, applicant will have to enroll in a CDA credential program; or enroll in a program leading to an associate or baccalaureate degree. 	
Applicant meets Teacher requirements of 2013? HS Act <input type="checkbox"/>	
ORO Step 10 awarded after Jan. 1, 2016 <input type="checkbox"/>	
<ul style="list-style-type: none"> If hired as a Teacher, applicant will have to enroll in a program that grants a qualifying associate or higher degree. If hired as a Teacher, applicant will have to complete additional coursework equivalent to a major relating to ECE. 	
Applicant meets Family Service Staff requirements of 2016?	
<ul style="list-style-type: none"> If hired as a Family Advocate, applicant will have to enroll in a credential program to be completed within 18 months? 	

Education

College / University	Accredited	Degree	Major /Minor	Option/Specialization

**Associate, Baccalaureate or Advance Degree Coursework Equivalent to a Major Relating to ECE
Early Childhood Education (ECE) Coursework Specific to Children Birth to Age-8 with a focus on ages 3-to-5**

(Skip this section when the documented major is ECE; or when applicant holds a valid Oregon State license to teach pre-K from TSPC; or Step 10 on ORO awarded after Jan. 1, 2016)

12-Credits Required	<i>Specific College University Course Information</i>	Credits Earned
Early Childhood Development (3)		
Observation (3)		
Guidance (3)		
Curriculum (3)		

Other Degree ECE Equivalent Coursework | Not Specific to Children Birth to Age-8

Relating to ECE includes but is not limited to: child development; early childhood and curriculum; early childhood teaching and assessment; psychology; family development; health and physical development; mathematics; science; and children’s literature. May be offered in various departments (ACF-IM-08-12). Cross Reference Procedure 1-77.

3-Credits Required	<i>Specific College University Course Information</i>	Credits Earned
Professionalism (3)		

Minimum 21-Credits Required	<i>Summary of College University Course Information</i>	Credits Earned

Refer to the Head Start Act of 2007 Sec. 648 A and PS 1302.91 for guidance.

- Family service staff credential or certificate in social work human services, family services, or related field.

NOTES *(conditional hire):*