

Vermont Early Childhood and Afterschool Program Director Credential



Vermont Northern Lights
Career Development Center

What is the Vermont Program Director Credential?

It is a three-step process, created to:

- Identify and build professional standards in management and leadership for administrators of early childhood and school-age programs;
- Recognize the specialized knowledge and skills required to be an effective manager of a home, center-based or afterschool program;
- Improve the quality of programs that serve children, youth and their families.

Who is the Credential for?

It is for professionals working in center-based, afterschool, or family child care settings. It is for directors or managers and for those who want to achieve these roles. The credential is for those who want to gain the program director competencies.

Why is a Program Director Credential important?

Program directors have complex jobs requiring in-depth knowledge of many topics, using a wide range of skills. As you earn this credential, you gain more skills, knowledge and perspective about program directing that you can bring into your work setting. You will also meet colleagues from across the state.

NAEYC recognizes Vermont's *Program Director Credential* as an alternate pathway to achieving the educational qualifications of a Program Administrator for Accreditation. It is also recognized in the Staff Qualifications arena for STARS (STep Ahead Recognition System). Completing all steps of the credential may also make you eligible for a recognition bonus from the Child Development Division.

When you achieve this credential, you make yourself more marketable. It is a sign of your achievement and your commitment.



"The self-reflection has really helped me to look at my program with a slightly critical eye and I honestly feel like my program is stronger because of it."

Did You Know...?

- If you have completed any of the required courses in the past, they can currently be applied towards your Program Director Credential requirements.
- Many of the required courses are offered in a hybrid format, which includes a combination of online learning and face to face classes.



Vermont Northern Lights Career Development Center
<http://northernlightscdc.org>
Phone: (802) 828-2876

See the reverse side for more information on the Early Childhood and Afterschool Program Director Credential.

Vermont Early Childhood and Afterschool Program Director Credential (continued)

How do I get it?

There are three steps to the credential, and you can apply for each step as you achieve it. Each step requires specific coursework and a collection of documents that show evidence of competencies. Documents are collected in a Program Director Portfolio during Steps 1 and 2, and the portfolio is finalized and reviewed at Step 3.

Higher education courses from any accredited higher education institution may be approved to complete the coursework requirements, as long as they address the required content. Some of these courses are currently offered through the Vermont State Colleges system.

STEP 1

Completion of approved early childhood or afterschool coursework (3 credits each) in:

- Child Development
- Curriculum
- Program Management

STEP 2

Completion of approved coursework (3 credits each) in:

- Leadership, Mentoring and Supervision
- Human Resources Management
- Legal and Financial Issues

STEP 3

- Completion of the Culminating Seminar (3 credits)
- Portfolio review and approval

Look on the Northern Lights website for information about

- courses that meet the credential requirements each semester
- the Program Director Portfolio notebook
- applications for each step of the Program Director Credential
- and more!

Applications and transcripts should be sent to:

Northern Lights Career Development Center
CCV—307 South Street; Springfield, VT 05156



Did You Know...?

A list of currently available courses that meet the application requirements are listed on the Northern Lights website.

Resources

Northern Lights

<http://northernlightscdc.org>

- see *Program Director*
- see *Afterschool*

VT School Age Care Network

[http://www.mjccvt.org/
Vermont-School-Age-Care-
Network](http://www.mjccvt.org/Vermont-School-Age-Care-Network)

VT Center for Afterschool
Excellence

<http://vermontafterschool.org/>



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