

Commonwealth of Virginia

**EARLY CHILDHOOD AND CHILD CARE
PROFESSIONAL DEVELOPMENT
CAREER LATTICE**

This document is a product of
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VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

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www.dss.virginia.gov/family/cc/professionals_resources.cgi

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Early Childhood and Child Care Professional Development Career Lattice

The Career Lattice details steps of career development based on training, education, and experience in the field. The Lattice provides guidance for any individual developing a plan for professional advancement in early childhood education and child care based on Virginia Department of Social Services (VDSS) Licensing Standards.

ENTRY LEVEL		STEP I	STEP II	STEP III	
AIDE ENTRY LEVEL	FAMILY DAY HOME PROVIDER (FDH) ENTRY LEVEL	PROGRAM LEADER/TEACHER (PL) ENTRY LEVEL	VDSS EARLY CHILDHOOD ENDORSEMENT	120-CLOCK-HOUR CHILD DEVT. CREDENTIAL [PROGRAM DIRECTOR (PD) ENTRY LEVEL]	
LICENSING REQUIREMENTS	<p>LICENSING REQUIREMENTS:</p> <ul style="list-style-type: none"> Minimum 16 yrs of age Current TB Screening Satisfactory Sworn Statement Clear Criminal History Record Report Clear Child Protective Services Central Registry Check Ability to communicate with emergency personnel 	<p>LICENSING REQUIREMENTS:</p> <ul style="list-style-type: none"> Current TB Screening Satisfactory Sworn Statement Clear Criminal History Record Report Clear Child Protective Services Central Registry Check Demonstrated proficiency in English <p>• Provider – Minimum 18 yrs of age</p> <p>• If employed after 6/30/10, high school program completion or equivalent</p> <p>• First Aid and Cardiopulmonary Resuscitation (CPR)</p> <p>• Assistant – Minimum 16 yrs. of age</p> <p>• If assistant 18 yrs. or older and left alone with children – First Aid and Cardiopulmonary Resuscitation (CPR)</p>	<p>LICENSING REQUIREMENTS:</p> <ul style="list-style-type: none"> Minimum 18 yrs of age High school program completion or equivalent Current TB Screening Satisfactory Sworn Statement Clear Criminal History Record Report Clear Child Protective Services Central Registry Check Ability to communicate with emergency personnel <p>B. LICENSING TRAINING REQUIREMENTS:</p> <ul style="list-style-type: none"> Within six months prior to or one month after assuming Program Leader (PL) position, must receive a minimum of 24 clock hours of training related to the care of children, including, but not limited to: <ol style="list-style-type: none"> Child Development Playground Safety Health/Safety Preventing/Reporting Child Abuse/Neglect <p>HIGH SCHOOL EDUCATION OPTION:</p> <ul style="list-style-type: none"> Within six months prior to or one month after assuming Program Leader (PL) position: Completion of Virginia Department of Education High School Early Childhood Education I & II with National Occupational Competency Testing Institute (NOCTI) Certification 	<p>LICENSING REQUIREMENTS:</p> <ul style="list-style-type: none"> FDH – Meets FDH Entry Level PL – Meets Step I A & B <p>TRAINING:</p> <ul style="list-style-type: none"> Virginia Department of Social Services (VDSS) Early Childhood Endorsement – Infant and Toddler Or Preschool - 48 clock hours of training (12 4-hour classes) for each endorsement <p>OR:</p> <p>EDUCATION:</p> <ul style="list-style-type: none"> CHD 166 – Infant and Toddler Programs (College course consisting of at least 3 credits) CHD 120 - Introduction to Early Childhood Education (College course consisting of at least 3 credits) 	<p>LICENSING REQUIREMENTS:</p> <ul style="list-style-type: none"> FDH – Meets FDH Entry Level PL - Meets Step I A Program Director (PD) – Meets Step I A and minimum 21 years of age PD without mgmt. experience¹ must have 10 clock hrs. of mgmt. training OR one child care mgmt. course OR one college course in business-related field <p>TRAINING:</p> <ul style="list-style-type: none"> Minimum 120 clock hours of child-related training as specified by credentialing organization² and VA Standards for Licensed Child Day Centers (CDCs) <p>OR:</p> <p>EDUCATION:</p> <ul style="list-style-type: none"> College courses equivalent to or exceeding 120 clock hours of training requirement as determined by credentialing organization² and VA Standards for Licensed CDCs <p>OTHER REQUIREMENTS:</p> <ul style="list-style-type: none"> As determined by credentialing organization² and VA Standards for Licensed CDCs
EXPERIENCE	<ul style="list-style-type: none"> None required at this level 	<ul style="list-style-type: none"> Provider - If employed after 6/30/10, 3 months of programmatic experience 	<ul style="list-style-type: none"> PL – 6 months supervised programmatic experience 	<ul style="list-style-type: none"> PL – 6 months supervised programmatic experience 	<ul style="list-style-type: none"> PL – 3 months PD – 2 years w/1 year in staff supervisory capacity
CREDENTIAL	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> VDSS Infant & Toddler Endorsement VDSS Preschool Endorsement 	<ul style="list-style-type: none"> 120-Clock-Hour Child Development Credential [e.g., Child Development Associate (CDA)]

¹ Mgmt. experience is defined as at least six months of on-the-job training in an administrative position that requires supervising, orienting, training, and scheduling staff.
² International or national credentialing organization that meets requirements as stated in 22 VAC 15-30-230 A 4 b of Virginia Standards for Licensed Child Day Centers.
³ Child-related field such as, but not limited to, child care administration, early childhood administration, child development, early childhood development, early childhood education (ECE), human development, early childhood special education, child care, and elementary education (Early Childhood, PK-3, NK-3).

PROFESSIONAL DEVELOPMENT RESOURCES

TRAINING	
ADULT EDUCATION	
English for Speakers of Other Languages/GED	VA Adult Learning Resource Center, VCU www.valrc.org/providers/provider_directory.php
GED Classes	VA Adult Learning Resource Center, VCU www.vaged.vcu.edu/index.shtml
CHILD DEVELOPMENT	
Apprenticeship Program	VA Dept. of Labor and Industry www.doli.virginia.gov
Distance Learning*	National Child Care Information Center http://nccic.acf.hhs.gov/poptopics/statedislearning.html
TIPS Training Calendar	VA Dept. of Social Services www.dss.virginia.gov/family/cc_providertrain/tips.cgi
VDSS Training	VA Dept. of Social Services www.dss.virginia.gov/family/cc_professionals_resources.cgi
HEALTH AND SAFETY	
Child Abuse and Neglect	VISSTA, VCU www.vcu.edu/visssta/non_vdss_employees/mandated_reporter_courses.htm
Child Passenger Safety	VA Dept. of Health email Tobey Allen at tobey.allen@vdh.virginia.gov
First Aid & CPR	American Red Cross www.redcross.org American Heart Association www.heart.org National Safety Council www.nsc.org Health and Safety Institute http://www.hsi.com
Playground Safety	National Program for Playground Safety www.playgroundsafety.org
VDSS ENDORSEMENT	
Early Childhood Endorsement Program	VA Dept. of Social Services www.dss.virginia.gov/family/cc_professionals_resources.cgi http://www.dss.virginia.gov/family/cc_professionals_resources.html
CREDENTIAL ORGANIZATIONS**	
CDA	Council for Professional Recognition www.cdacouncil.org/cda.htm
CDE, CCDE, VCDE	Child Development Education Alliance www.cdealliance.org
ELS1, ELS2, ELS3	IACCEPT www.iaccept.org
NAC	National Institute of Child Care Management http://niccm.com
NAC, CCP	National Child Care Association www.nccanet.org
PAC	Association of Christian Schools International www.acsi.org
PS1, PS2	International Academy of Private Education www.iapeservices.org
EDUCATION	
Community College Certificates and Degrees	Virginia Community College System www.vccs.edu or http://myfuture.vccs.edu/earlychildhood
Distance Learning*	National Child Care Information Center http://nccic.acf.hhs.gov/poptopics/statedislearning.html
Family and Consumer Sciences Classes (ECE)	VA Dept. of Education High School ECE I & II www.cteresource.org/verso2/search
Higher Education Degrees	State Council of Higher Education for VA www.schev.edu
Online Degreed ECE	Child Care Exchange www.childcareexchange.com
FINANCIAL AID	
VA Child Care Provider Scholarship Program	VA Dept. of Social Services www.dss.virginia.gov/family/cc_professionals_resources.cgi
Various	Federal http://studentaid.ed.gov/PORALSWebApp/students/english/index.jsp
Various	State www.virginia.gov/cmsportal3/education_4096/for_students_4101/financial_aid.html
Various	State Council of Higher Education for Virginia www.schev.edu/students/Payforcollege.asp

*Distance Learning programs 1) must meet VDSS Criteria for Provider Training (www.dss.virginia.gov/family/cc_professionals_resources.cgi) to qualify for clock hours of training credit, and 2) may not fully meet VDSS Program Director qualification requirements as stated in 22 VAC 15-30-230 A 4 b. Virginia Regional Licensing Office personnel can assist providers in this determination.

** Program Directors - contact your VDSS licensing inspector to determine whether the credentials issued by these organizations meet the "child development credential" requirements as stated in Standards for Licensed Child Day Centers (22 VAC 15-30-230 A 4 b).

Inclusion of training, education and professional organizations is for informational purposes only and does not imply endorsement of any program contained herein.