

# Smart Start Colorado Office of Professional Development Professional Development/Training Needs Assessment Tool

1. What are the top three issues you face on a daily basis as an early childhood education professional? (Please describe.)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

2. What is the one best way for you to receive information about how to provide early care and education services and information on professional development that is available to you as a professional? (Please select one.):

	Newsletter
	Website
	Professional Development/Training Calendar
	List Serve
	Word of Mouth
	Other (Please describe.)

3. What is your Early Childhood Care and Education Job Title? (Please check)

	Owner
	Program Director
	Assistant Director
	Classroom Teacher/Aide/Assistant
	Other (Please specify.)

4. Please indicate the reasons you or your staff participate in continuing education or professional development/training opportunities. (Check all that apply.)

	Employment and licensing requirements
	Compensation or other reimbursement related initiatives
	Personal professional development and learning
	To obtain or maintain credential or degree
	Other (Please specify.)

**4a.** If you selected 'To obtain or maintain a credential or degree' above, please indicate which degree or credential below.

	Associates Degree
	Bachelors Degree
	Graduate Degree
	Community College certificate
	Colorado Early Childhood Professional Credential
	Colorado School-Age Professional Credential
	Colorado Infant Toddler Professional Credential
	Other (Please specify)

**5.** Please indicate which day and time works best for you to attend training. Choose 2 days that work best for you. For each day you chose, pick the time of day that works best for you.

	<b>morning</b>	<b>afternoon</b>	<b>evening</b>
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			

**6.** I access the Internet at the following locations (Select all that apply.):

	Home
	College/University
	Work
	Public Library
	Other (Please specify.)

In each of the eight (8) boxed categories, please number your top 3 training needs.

**Child Growth and Development**

	1	2	3
<b>Theories and Research</b>			
<b>Conception and Prenatal Development</b>			
<b>Birth and Neonatal Development</b>			
<b>Infant Growth and Development</b>			
<b>Toddler Growth and Development</b>			
<b>Preschooler Growth and Development</b>			
<b>Primary Age Child Growth and Development</b>			

**Health Safety and Nutrition**

	1	2	3
<b>Physical Health</b> (i.e. national state and local regulations, developmental issues that affect physical issues, community resources, etc)			
<b>Nutritional Needs</b> (i.e. food handling, meal planning, etc)			
<b>Safe Environment</b> (i.e. safe materials, safe practices, child abuse and neglect)			

**Developmentally Effective Approaches (DEA)/Developmentally Appropriate Practice (DAP)**

	1	2	3
<b>Overview of Developmentally Effective Approaches(DEA) /Developmentally Appropriate Practices (DAP)</b> (i.e. appropriate materials selection, state standards and NAEYC accreditation, continuity			

of programs, etc)			
<b>Guidelines for DEA/DAP</b>			
<b>DEA/DAP for ages 0-3</b>			
<b>DEA/DAP for ages 3-5</b>			
<b>DEA/DAP for ages 5-8</b>			
<b>Appropriate Assessments</b>			
<b>DEA/DAP for children with special needs</b>			
<b>DEA/DAP for mental, emotional, and social competency</b>			

### Guidance

	<b>1</b>	<b>2</b>	<b>3</b>
<b>Foundations of Guidance</b> (i.e. guidance theories, direct and indirect guidance, etc.)			
<b>Discipline and Communication</b> (i.e. nonverbal communication, group dynamics, etc.)			
<b>Team approach to guidance</b>			

### Family and Community Relationships

	<b>1</b>	<b>2</b>	<b>3</b>
<b>Foundations of family systems</b> (i.e. types of family stress, impact of parenting, etc)			
<b>Dynamics, roles and relationships</b> (i.e. impact of early childhood on families, legal requirements for family involvement)			
<b>Effective communication</b> (i.e. family dynamics, communication models, etc.)			
<b>Resources for support</b> (i.e. family norms, categories of resources, etc)			

### Cultural and Individual Diversity

	1	2	3
<b>Recognizing diversity in society</b> (i.e. foundations of social diversity, socialization process, etc.)			
<b>Family involvement</b>			
<b>Anti-bias curriculum</b> (i.e. recognition of diversity, cultural competence, etc.)			

### Professionalism

	1	2	3
<b>Foundations of the early childhood education (ECE) profession</b>			
<b>Public impact</b> (i.e. issues, professional standards, trends, etc)			
<b>ECE ethics and code of conduct</b>			
<b>ECE professional development</b> (i.e. career development, and professional organizational policies, etc.)			
<b>Team process</b> (i.e. principles for effective collaboration)			
<b>ECE advocacy</b> (i.e. enhancing professionalism of ECE)			

### Administration

	1	2	3
<b>Administration of ECE programs</b> (i.e. governance systems, marketing, administrative practices, facility management and operations, classroom and financial management, etc.)			
<b>Leadership, supervision and staff development</b> (i.e. supervision, mentorship, advocacy, ethical conduct, interpersonal dynamics, etc.)			
<b>Team Involvement</b> (i.e. roles and responsibilities of team, team building strategies, interpersonal processes, etc.)			

Other :( Please list.)

