# Workplace Experience in Early Childhood Development - Comprehensive Course No. 19302 Credit: 1.0

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| **Student name:**  |  | **Graduation Date:** |  |

Pathways and CIP Codes: **Family, Community & Consumer Services (44.0000); Early Child Development & Services (19.0709)**

Course Description: Professional Experience in Early Childhood Development provides community-based/school-based learning experiences typically within the family and consumer sciences classroom. Learning goals are set by the student, teacher, and community partners to create experiences and/or discussions to enhance the development of the workplace skills (e.g., leadership, empathy, communication, problem-solving, cooperation, critical thinking, and resource management) needed to be successful in service related careers. \*\*This course has a pre-requisite of a 1.0 credit within Public Service Cluster Pathways courses.

Directions: The following competencies are required for full approval of this course. Check the appropriate number to indicate the level of competency reached for learner evaluation.

**RATING SCALE:**

4. Exemplary Achievement: Student possesses outstanding knowledge, skills or professional attitude.

3. Proficient Achievement:Student demonstrates good knowledge, skills or professional attitude. Requires limited supervision.

2. Limited Achievement:Student demonstrates fragmented knowledge, skills or professional attitude. Requires close supervision.

1. Inadequate Achievement:Student lacks knowledge, skills or professional attitude.

0. No Instruction/Training:Student has not received instruction or training in this area.

## Benchmark 1: ANALYZE CAREER PATHS WITHIN A SPECIFIC early childhood development FIELD WHICH ALIGN TO PERSONAL GOALS.

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 1.1 | Analyze opportunities for employment and entrepreneurial endeavors within Early Childhood Development (Human Services) in community and industry settings. |  |
| 1.2 | Summarize education and training requirements and opportunities for careers in Early Childhood Development. |  |
| 1.3 | Enhance job acquisition skills through authentic experiences linked to employment in Early Childhood Development careers. |  |
| 1.4 | Analyze the role of professional organizations in Early Childhood Development to enhance professional success. |  |
| 1.5 | Compare and contrast the differences and similarities of non-profit and profit based work settings. |  |
| 1.6 | Analyze local opportunities for employment and entrepreneurial endeavors in Early Childhood Development careers. |  |
| 1.7 | Summarize education and training requirements and opportunities for careers in Early Childhood Development . |  |
| 1.8 | Demonstrate job acquisition skills to gain work-based learning opportunities andemployment in Early Childhood Development careers. |  |
| 1.9 | Analyze the role of professional organizations aligned to a Early Childhood Development field to enhance personal success. |  |
| 1.10 | Analyze all aspects of a selected Early Childhood Development related industry. |  |

## Benchmark 2: INVESTIGATE FACTORS RELATED TO PROVIDING early childhood services ACROSs public services FIELDS.

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 2.1 | Analyze professional, ethical, legal, and safety issues that confront employees in thecommunity and industry settings of family and consumer sciences careers. |  |
| 2.2 | Identify licensing laws and regulations that affect providing services in community andindustry settings related to family and consumer sciences. |  |
| 2.3 | Compare and contrast the roles and responsibilities of local, state, and national agenciesand informal support resources providing individual, family and community services. |  |
| 2.4 | Summarize the rights and responsibilities of clients and their families in early childhood development related industry and community settings. |  |
| 2.5 | Analyze effective individual and family advocacy and self-advocacy strategies to addressdiverse challenges facing Early Childhood Development professionals working incommunity resource and industry settings. |  |
| 2.6 | Identify community opportunities to network and form partnerships in addressingcommunity or client issues. |  |
| 2.7 | Analyze the role of non-profit groups in working with for profit work-based businesses toaddress family and community needs. |  |

## Benchmark 3: DEMONSTRATE APPROPRIATE COMMUNICATION SKILLS THAT CONTRIBUTE TO POSITIVE RELATIONSHIPS IN COMMUNITY AND Early childhood development industry APPLICATIONS.

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 3.1 | Use appropriate communication modes/strategies for the most effective outcome. |  |
| 3.2 | Practice respectful interrelationships with sensitivity to gender, equity, age, culture andethnicity in community applications and when working with clients and the public. |  |
| 3.3 | Practice respectful behavior in an identified occupational setting(s) (with regard togender, equity, age, culture and/or ethnicity as appropriate in setting experiences). |  |
| 3.4 | Demonstrate the use of verbal, listening, and writing skills to communicate clearly incommunity applications. |  |

## Benchmark 4: DEMONSTRATE LEADERSHIP, CITIZENSHIP, AND TEAMWORK SKILLS REQUIRED FOR SUCCESSES IN Early Childhood Development AND INDUSTRY SETTINGS.

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 4.1 | Demonstrate quality work and effective communication in community settings. |  |
| 4.2 | Practice ethical decision making in all situations. |  |
| 4.3 | Determine the most appropriate response to situations based on legal and ethicalconsiderations. |  |

## Benchmark 5: ANALYZE STRATEGIES TO MANAGE THE MULTIPLE INDIVIDUALS within the early childhood development ROLES AND RESPONSIBILITIES.

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 5.1 | Organize a electronic career portfolio to document knowledge, skills, andexperience. |  |
| 5.2 | Practice balancing work (school) and personal life responsibilities. |  |
| 5.3 | Analyze stress management strategies for balancing personal, work, and communityresponsibilities. |  |

## Benchmark 6: DEMONSTRATE PROFESSIONAL BEHAVIORS, SKILLS, AND KNOWLEDGE IN early childhood development RELATED INDUSTRY AND COMMUNITY SETTINGS.

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 6.1 | Follow rules, regulations, and policies established by the school, community or relatedentities during early childhood development events and activities. |  |
| 6.2 | Demonstrate professional and ethical collaborative relationships with teachers, fellowstudents, family and/or community members. |  |
| 6.3 | Complete accurate project and/or work-related documents and submit in a timelymanner to appropriate leaders. |  |
| 6.4 | Reflect upon personal strengths, weaknesses, preferences, and interests through formaland informal assessments regarding job satisfaction and additional work-related skilldevelopment needed to enhance future success in Early Childhood Development careers. |  |
| 6.5 | Demonstrate safe use of technology in protecting identify of self and others. |  |
| 6.6 | Use critical and creative thinking to address authentic problems and/or conflicts in theworkplace. |  |

## Benchmark 7: ENHANCE EFFECTIVE PREVENTION AND MANAGEMENT TECHNIQUES IN A VARIETY OF SETTINGS.

### Competencies

| **#** | **Description** | **RATING** |
| --- | --- | --- |
| 7.1 | Apply critical thinking, intelligent decision making and problem solving to preventconflicts while addressing community or client issues and in Early Childhood Development related industry settings. |  |
| 7.2 | Apply 21st century process skills in workforce assignments successfully (i.e. decisionmaking, problem solving, goal setting, leadership, management, creativity, criticalthinking, and cooperation). |  |
| 7.3 | Analyze the physical and social environments to reduce potential conflicts and promotesafety in community settings and promote a positive work climate. |  |

I certify that the student has received training in the areas indicated.

Instructor Signature:

For more information, contact:

CTE Pathways Help Desk

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