

CT Association for the Education of Young Children
On behalf of
CT Charts-A-Course

Open Call for Consultants

The CT Association for the Education of Young Children (CAEYC) on behalf of Connecticut Charts-A-Course (CCAC) is seeking qualified professionals to act as consultants to assist with any of the following support services:

- Curriculum development and training expertise in Early Childhood Education and related fields for CT Charts-A-Course Core Areas of Knowledge including adult learning theory, infant & toddler development, inclusive child care, emergency preparedness for early childhood programs, and/or early language and literacy development;
- For-credit college course delivery in the Connecticut Director Credential competency areas: comprehensive administration and supervision; leadership; budget/fiscal management; personnel management and staff development; and family and community involvement (consultants must document experience and expertise in the early childhood education field and one or more of the above competency areas for consideration); as well as early childhood education courses;
- Consultative support for the National Association for the Education of Young Children (NAEYC) Programs Standards and Accreditation Criteria;
- Mentoring and Coaching for teachers and directors within early childhood programs and for CCAC approved trainers as part of the Quality Assurance and Improvement System (QAIS);
- Conducting observations of CCAC approved trainers as part of part of the QAIS;
- Educational support services for reading, writing and math proficiency;
- Child Development Associate (CDA) credential advising;
- Development and printing of CCAC public relations materials and reports;
- Computer technical assistance and web page support;
- Research and Development of CT Charts A Course's Professional Registry;
- Training in computer applications including but not limited to Google tools Microsoft Office 2010-Excel, Word, PowerPoint, Access and Outlook.

Individuals who have the relevant background and/or credentials, as well as the ability to speak Spanish or another language are strongly encouraged to apply. Individuals should submit a current resume along with cover letter identifying which services they are qualified to provide. Individuals must also complete the consultant questionnaire and submit it along with a current resume and cover letter. No consultant resume or cover letter will be reviewed without a completed consultant questionnaire. Selected Consultant shall begin to provide service immediately and continue through June 30, 2012.

This open Call for Consultants may also be obtained from CAEYC website www.ctaeyc.org or the CT Charts-A-Course website www.ctcharts-a-course.org. Deadline for response submission is June 1, 2012 at 2:00pm.

Submissions should be mailed to:

Karen Rainville
Executive Director
CT Association for the Education of Young Children
2321 Whitney Avenue
Suite 501
Hamden, CT 06518
Attn: Call for Consultants



CONSULTANT QUESTIONNAIRE

Name:			
Preferred Address:		Preferred e-mail:	
Town:	Zip:	Preferred phone:	
Describe your availability to work on projects (days, evenings, times):			
<p>Consultative support may be funded in several geographic regions. Please indicate your willingness to work in the following regions of CT by checking the boxes:</p> <p> <input type="checkbox"/> North Central <input type="checkbox"/> Northwest <input type="checkbox"/> South Central <input type="checkbox"/> South West <input type="checkbox"/> South East </p>			
	Yes	No	
CONSULTANTS			
I currently serve as an Education Consultant (as required by CT DPH) to any licensed early childhood program.	<input type="checkbox"/>	<input type="checkbox"/>	
I have attended the Healthy Child Care CT/CNA Early Care And Education Consultant Training.	<input type="checkbox"/>	<input type="checkbox"/>	Please attach certificate
THE CT PROFESSIONAL REGISTRY			
I am a Registry Member.	<input type="checkbox"/>	<input type="checkbox"/>	
I am a CCAC approved trainer.	<input type="checkbox"/>	<input type="checkbox"/>	
I have my completed consultant profile in the Registry.	<input type="checkbox"/>	<input type="checkbox"/>	
ADULT LEARNING THEORY			
I have attended the CCAC Adult Learning Theory I Train-the-Trainer Session.	<input type="checkbox"/>	<input type="checkbox"/>	
I have attended the CCAC Adult Learning Theory II Train-the-Trainer Sessions.	<input type="checkbox"/>	<input type="checkbox"/>	
I have attended the CCAC Adult Learning Theory III: Building Mental Model Complexity Train-the-Trainer Sessions.	<input type="checkbox"/>	<input type="checkbox"/>	
I have a college degree or credits in Adult Learning.	<input type="checkbox"/>	<input type="checkbox"/>	Please attach your transcript.
NURSES			
I have attended the Connecticut Medication Administration in Early Education and Child Care Settings Train-the-Trainer Session.	<input type="checkbox"/>	<input type="checkbox"/>	
EMERGENCY MANAGEMENT			
I have attended the Emergency Management Train-the-Trainer Session.	<input type="checkbox"/>	<input type="checkbox"/>	
I have delivered the CCAC approved Emergency Management Training Session.	<input type="checkbox"/>	<input type="checkbox"/>	
I have attended an Emergency Management Training Session.	<input type="checkbox"/>	<input type="checkbox"/>	
CT'S GUIDELINES FOR THE DEVELOPMENT OF INFANT AND TODDLER EARLY LEARNING (ELG'S)			
I have attended the CT's Guidelines for the Development of Infant and Toddler Early Learning (ELG's) Train-the-Trainer Session.	<input type="checkbox"/>	<input type="checkbox"/>	
I have delivered the CCAC approved CT's Guidelines for the Development of Infant and Toddler Early Learning (ELG's) Training Session.	<input type="checkbox"/>	<input type="checkbox"/>	

I have attended the CCAC approved CT's Guidelines for the Development of Infant and Toddler Early Learning (ELG's) Training Session.	<input type="checkbox"/>	<input type="checkbox"/>	
CT'S PRESCHOOL CURRICULUM AND ASSESSMENT FRAMEWORKS			
I am a Training Wheels Coach	<input type="checkbox"/>	<input type="checkbox"/>	
I have attended the CT's Preschool Curriculum and Assessment Frameworks Train-the-Trainer Session.	<input type="checkbox"/>	<input type="checkbox"/>	
I have delivered the CT's Preschool Curriculum and Assessment Frameworks Training Session.	<input type="checkbox"/>	<input type="checkbox"/>	
I have attended a CT's Preschool Curriculum and Assessment Frameworks Training Session.	<input type="checkbox"/>	<input type="checkbox"/>	
CREATIVE CURRICULUM			
I am a Creative Curriculum Teaching Strategies® approved trainer.	<input type="checkbox"/>	<input type="checkbox"/>	Please identify date and trainer.
I have delivered Creative Curriculum Teaching Strategies® trainings.	<input type="checkbox"/>	<input type="checkbox"/>	
I have attended a Creative Curriculum Training delivered by a Teaching Strategies® approved trainer.	<input type="checkbox"/>	<input type="checkbox"/>	Please identify date and trainer.
OTHER TRAINING, TRAIN-THE-TRAINER SESSIONS OR TRAINER CERTIFICATIONS			
Other:	Please describe:		
Other:	Please describe:		
Other:	Please describe:		
Other:	Please describe:		

Please indicate the areas where you feel you can provide expertise to programs. Indicate those areas where you have the strongest experience, background, and knowledge to share. PLEASE DO NOT CHECK ALL BOXES!

NAEYC STANDARD / Topic Area		Infant	Toddler	Pre-school	Kinder / School-Age	Description
1. Relationships						
1A	Building positive relationships among teachers and families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1B	Building positive relationships between teachers and children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1C	Helping children make friends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1D	Creating a predictable, consistent and harmonious classroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1E	Addressing challenging behaviors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1F	Promoting self-regulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Curriculum						
2A	Curriculum: Essential Characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2B	Areas of Development: Social-Emotional Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2C	Areas of Development: Physical Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2D	Areas of Development: Language Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2E	Curriculum Content Areas for Cognitive Development: Early Literacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2F	Curriculum Content Areas for Cognitive Development: Early Mathematics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2G	Curriculum Content Areas for Cognitive Development: Science	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2H	Curriculum Content Areas for Cognitive Development: Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2J*	Curriculum Content Areas for Cognitive Development: Creative Expression and Appreciation for the Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2K	Curriculum Content Areas for Cognitive Development: Health and Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2L	Curriculum Content Areas for Cognitive Development: Social Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Please indicate the areas where you feel you can provide expertise to programs. Indicate those areas where you have the strongest experience, background, and knowledge to share. PLEASE DO NOT CHECK ALL BOXES!

NAEYC STANDARD / Topic Area		Infant	Toddler	Pre-school	Kindergarten / School-Age	Description
* To avoid confusion in the numbering system, there are no criteria labeled 2.1						
3. Teaching						
3A	Designing Enriched Learning Environments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3B	Creating Caring Communities for Learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3C	Supervising Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3D	Using Time, Grouping, and Routines to Achieve Learning Goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3E	Responding to Children's Interests and Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3F	Making Learning Meaningful for All Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3G	Using Instruction to Deepen Children's Understanding and Build Their Skills and Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Assessment of Child Progress						
4A	Creating an Assessment Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4B	Using Appropriate Assessment Methods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4C	Identifying Children's Interests and Needs and Describing Children's Progress	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4D	Adapting Curriculum, Individualizing Teaching, and Informing Program Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4E	Communicating with Families and Involving Families in the Assessment Process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Health						
5A	Promoting and Protecting Children's Health and Controlling Infectious Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5B	Ensuring Children's Nutritional Well-Being	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5C	Maintaining a Healthful Environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Teachers						
6A	Preparation, Knowledge, and Skills of Teaching Staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6B	Teachers' Dispositions and Professional Commitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Families						
7A	Knowing and Understanding the Program's Families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7B	Sharing Information Between Staff and Families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7C	Nurturing Families as Advocates for Their Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Community Relationships						
8A	Linking With the Community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8B	Accessing Community Resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8C	Acting as a Citizen in the Neighborhood and the Early Childhood Community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Physical Environment						
9A	Indoor and Outdoor Equipment, Materials, and Furnishings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9B	Outdoor Environmental Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9C	Building and Physical Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9D	Environmental Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Please indicate the areas where you feel you can provide expertise to programs. Indicate those areas where you have the strongest experience, background, and knowledge to share. PLEASE DO NOT CHECK ALL BOXES!

NAEYC STANDARD / Topic Area		Infant	Toddler	Pre-school	Kinder / School-Age	Description
10. Leadership and Management						
10A	Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10B	Management Policies and Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10C	Fiscal Accountability Policies and Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10D	Health, Nutrition, and Safety Policies and Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10E	Personnel Policies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10F	Program Evaluation, Accountability, and Continuous Improvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Please return this questionnaire along with resume and cover letter to:

Karen Rainville
 Executive Director,
 CT Association for the Education of Young Children
 2321 Whitney Avenue, Suite 501
 Hamden, CT 06518

THANK YOU !

Submissions of resumes and questionnaires from all early childhood related professionals are welcome and are not limited to the field of Early Childhood Education and include (but are not limited to) health, law, social services, and business management!
