

How to use this guide

This guide identifies courses that will help you advance through the [Growing Futures Career Pathways](#). Courses listed in this guide are specific to early educators **working with preschoolers in a child care facility***.






- 1 Choose the Career Category you want to achieve.
- 2 Choose the courses within that category to complete the required number of hours.
- 3 Learn more about each training and register by visiting ndchildcare.org/training/calendar

All courses listed in this guide are sponsored by Child Care Aware® of North Dakota and are Growing Futures-approved.

**Separate planning guides are available for those working with infants and toddlers or in family child care.*

Training Delivery Methods

	Face-to-Face	These in-person training events give you the opportunity to interact with leading experts in the early care and education field as they present the latest trends, research and hot topics.
	Online, Self-Paced	These online, self-study courses are available 24/7 and include an instructor-graded evidence of learning questions where you apply the skills and knowledge you learned throughout the course.
	Online, Instructor-Led	These online courses include weekly chat sessions, message board postings, as well as reading and writing assignments.

Career Category	Core Competency
	Completion of 15 hours of basic child care required for placement
	Health, Safety and Nutrition
	Learning Environment and Curriculum
	Child Growth and Development
	Assessment and Planning for Individual Needs
	Interactions with Children
	Families and Communities
	Program Planning and Evaluation
	Professional Development and Leadership

CDA Subject Area	
CDA1	Planning a safe and healthy learning environment
CDA2	Advancing children's physical and intellectual development
CDA3	Supporting children's social and emotional development
CDA4	Building productive relationships with families
CDA5	Managing an effective program
CDA6	Maintaining a commitment to professionalism
CDA7	Observing and recording children's behavior
CDA8	Understanding principles of child development


CAREER CATEGORY A

Prerequisites

- Minimum of a high school diploma or GED
- Current CPR/1st Aid
- At least 18 years of age

Requirements

15 hour basic child care course

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Getting Started	15	CDA1	Free		

CATEGORY A TOTAL CLOCK HOURS COMPLETED: _____

CAREER CATEGORY B

Prerequisites




All of Category A

Requirements




Completion of at least **25 additional hours** in the following Competency areas with a minimum of 10 hours in each:

- **Learning Environment and Curriculum**
- **Health, Safety and Nutrition**

Learning Environment and Curriculum

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Effective Environments for Preschoolers	10	CDA1	\$45		
Curriculum	10	CDA5	\$45		
Building Structures with Young Children <i>January 23, 30, February 6, 13, 20, 27, 2020</i>	18	CDA2	\$60		

Health, Safety and Nutrition

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Special Health Care Needs	3	CDA1	\$15		
Supervision	2	CDA1	\$15		
Big Body Play <i>**coming fall 2019</i>	3	CDA1	\$15		
Family Style Dining <i>**coming fall 2019</i>	2	CDA1	\$15		

CATEGORY B TOTAL CLOCK HOURS COMPLETED: _____

CAREER CATEGORY C

Prerequisites



All of Categories A and B

Requirements


Completion of at least **40 additional hours** in the following Competency areas with a minimum of 10 hours in each:

- **Child Growth and Development**
- **Assessment and Planning for Individual Needs**
- **Interactions with Children**




Child Growth and Development

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Building a Healthy Brain › Minot: September 7, 2019 › Fargo: September 14, 2019 › Bismarck: September 21, 2019 › Grand Forks: September 21, 2019	3	CDA8	\$28		
Social and Emotional Development in the First Five Years of Life March 31, April 7, 14, 21, 28, 2020	15	CDA8	\$55		

Assessment and Planning for Individual Needs

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Assessing Young Children	10	CDA7	\$45		

Interactions with Children

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Guiding Behavior: 10 Steps to Positive Discipline	8	CDA3	\$25		
Inclusion	2	CDA3	\$15		
Responding to Behavior March 5, 12, 19, 26, 2020	12	CDA3	\$50		

CATEGORY C TOTAL CLOCK HOURS COMPLETED: _____

CAREER CATEGORY D

Prerequisites



All of Categories A, B and C

Requirements




Completion of at least **40 additional hours** in the following Competency areas with a minimum of 10 hours in each:

- **Families and Communities**
- **Program Planning and Evaluation**
- **Professional Development and Leadership**



Families and Communities

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Cultural Sensitivity and Diversity	4	CDA4	\$15		
Building Connections with Diverse Families <i>September 10, 17, 24, October 1, 2019</i>	12	CDA4	\$50		

Program Planning and Evaluation

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Setting Effective Goals <i>(formerly Continuous Quality Improvement)</i>	5	CDA6	\$25		
Center Business	5	CDA5	\$25		
Being a Supervisor <i>November 4, 11, 18, 25, 2019</i>	12	CDA5	\$50		

Professional Development and Leadership

Course	Clock Hours	CDA Subject Area	Fee	Delivery Method	Completed
Developmentally Appropriate Practice	3	CDA6	\$15		
How Effective Directors Get Things Done <i>January 16, 23, 30, February 6, 13, 2020</i>	15	CDA6	\$55		

CATEGORY D TOTAL CLOCK HOURS COMPLETED: _____