

# PROFESSIONAL DEVELOPMENT



*A quality program offers ongoing training for volunteers/staff members that encompasses advocacy for youth and positive youth development.*

## CORE COMPETENCIES

Professional Development  
and Leadership

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**GUIDELINE 1:** *Leadership, staff, and volunteers display professionalism in practice.*

- 1.1** Leadership and staff viewed as competent and respected youth development professionals.
- 1.2** All employees understand local and state licensing requirements for afterschool programs.
- 1.3** Diversity of the program population served is valued and respected when determining program offerings, professional development, and environment.

**ASSESSMENT 1:** *A quality program...*

INDICATOR	PERFORMANCE LEVEL					TARGET NOW	TARGET 6 MOS	TARGET 12 MOS
	1	2	3	4	5			
Expects professionalism from all staff/volunteers	1	2	3	4	5	○	○	○
Is well-versed in local and state licensing procedures and policies for afterschool programs	1	2	3	4	5	○	○	○
Values and respects diversity of program population served when determining program offerings and environment	1	2	3	4	5	○	○	○

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**GUIDELINE 2:** *Organization ensures opportunities for ongoing professional growth.*

- 2.1** Training needs of staff and volunteers are assessed at least annually and a written training plan incorporates findings from assessment.
- 2.2** Ensure annual core training for staff including:
- a) CPR, First Aid, blood borne pathogens, and emergency procedures
  - b) Mandated reporting of suspected child abuse and neglect
  - c) Positive youth development
  - d) Cultural sensitivity and competence
  - e) Diversity and gender equity
  - f) Sexual harassment
- 2.3** Program budget supports staff professional training.
- 2.4** Program policies support staff credentialing.

### **ASSESSMENT 2:** *A quality program...*

INDICATOR	PERFORMANCE LEVEL					TARGET NOW	TARGET 6 MOS	TARGET 12 MOS
	1	2	3	4	5			
Assesses training needs of staff and volunteers at least annually						○	○	○
Writes a training plan that incorporates assessment findings						○	○	○
Encourages core training for staff, including all issues from first aid to positive youth development						○	○	○
Program budget supports staff professional development and training						○	○	○
Program policies support continue education and credentialing for all staff and volunteer						○	○	○

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**GUIDELINE 3:** *Program advocates for the needs of the youth in their community.*

- 3.1** Program advocates for needs of all youth participants
- 3.2** Program policies support and respect confidentiality of youth and families
- 3.3** Advocates for positive youth development and the impact of high-quality afterschool services.
- 3.4** Maintains partnership with the state-wide afterschool network

**ASSESSMENT 3:** *A quality program...*

INDICATOR	PERFORMANCE LEVEL					TARGET NOW	TARGET 6 MOS	TARGET 12 MOS
	1	2	3	4	5			
Advocates for all youth needs	1	2	3	4	5	○	○	○
Develops and abides by policies that support and respect confidentiality of youth and families	1	2	3	4	5	○	○	○
Advocates for quality youth programs and the impact of high-quality afterschool services	1	2	3	4	5	○	○	○
Develops and maintains a partnership with the state-wide afterschool network	1	2	3	4	5	○	○	○