

Criteria for Trainer Approval

Community Trainer – Approval for a Specific Training (This approval would be for a specific topic/competency for a specific training event in a topic **other than early childhood education**)

CRITERIA:

1. Completed application* indicating:
 - A. Certification or License (if required to conduct the training. Exp: First Aid/CPR)
--OR--
 - B. Work for an agency or organization that provides training to the community on a specific topic (Exp: NM Department of Health, CYFD's Family Nutrition Bureau, Domestic Violence Units such as La Casa, etc.)
--OR--
 - C. Two years experience in the related topic/competency area **other than early childhood education**

Competency Trainer – Approval for a Competency Area

CRITERIA:

1. Completed application* indicating:
 - A. AA degree or higher in ECE or area related to the training area. Provisional approval until **6/30/07** can be granted with Child Development Associate credential**.
 - B. Minimum of four years experience working with children***.
 - C. At least 10 hours of training provided to adult learners in the past 3 years***

Master Trainer of Adult Learners in ALL seven Competency Areas

Level I – CRITERIA:

1. Completed application* indicating:
 - A. AA degree or higher in early childhood education or related area indicating course work covering all seven (7) competency areas at the associate's degree level. Provisional approval until **6/30/07** can be granted with Child Development Associate credential.
 - B. Minimum of two years experience working with children***.
 - C. At least 20 hours of training provided to adult learners in the past 3 years***.

Level II – CRITERIA:

1. Completed application* indicating:
 - A. BA or higher in early childhood education or related area indicating course work covering all seven (7) competency areas at the bachelor's degree level.
 - B. Minimum of two years experience working with children**
 - C. At least 20 hours of training provided to adult learners in the past 3 years***.

*An approved application include:

- Copies of college transcripts required when applying to be approved in a competency area other than that which is represented by a certificate of degree, license or credential
- Copy of Current Credentials
- Signed Philosophy and Guiding Principles for Adult Learning
- Your resume or vita (excluding Community Trainers)

**An extension may be granted if the applicant is working towards an AA or higher in the related competency area.

***If an applicant meets the majority, but not all of the requirements listed, she/he may be approved on a temporary basis at the discretion of the Department and the Training and Technical Assistance Program. Education criteria, however, must be met.

NOTE: All additional documentation should be mailed to the Training and Technical Assistance Program identified as your "Home" TTAP.