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| Training Template | | | | | |
| **CLASS INFORMATION** | | | | | |
| **Training Title:** | | | | | |
| **Description of Training Session:** | | | | | |
| **Training type: \_\_**Annual or **\_\_** Initial | | | **Session Length:** | | **Session Level:** |
| **Training Delivery Method: \_\_** Classroom/In person **\_\_** Correspondence **\_\_** Online **\_\_** Hybrid | | | | | |
| **Target Audience: \_\_** Administrators **\_\_** Child Care Center **\_\_** ECEAP **\_\_** Family Home  **\_\_** FFN **\_\_** Head Start **\_\_** Military **\_\_** Parents/Relatives **\_\_** School-Age **\_\_** Trainers **\_\_** Tribal Nations | | | | | |
| **Core Competencies Early Care & Education Professionals**  **Hours**  **\_\_\_ Child Growth & Development**  **\_\_\_ Curriculum & Learning Environment**  **\_\_\_ Families & Community Partnerships**  **\_\_\_ Health, Safety & Nutrition**  **\_\_\_ Interactions**  **\_\_\_ Ongoing Measurement of Child Progress**  **\_\_\_ Professional Development & Leadership**  **\_\_\_ Program Planning & Development** | | | | **Core Competencies School-Age Professionals**  **Hours**  **\_\_\_ Child/Adolescent Growth and Development**  **\_\_\_ Child/Adolescent Observation & Assessment**  **\_\_\_ Cultural Competency & Responsiveness**  **\_\_\_ Families, Communities & Schools**  **\_\_\_ Interactions with Children/Youth**  **\_\_\_ Learning Environment & Curriculum**  **\_\_\_ Professional Development & Leadership**  **\_\_\_ Program Planning & Development**  **\_\_\_ Safety & Wellness**  **\_\_\_ Youth Empowerment** | |
| **Specific Competency(s):** | | | | | |
| **Training Language: \_\_** English **\_\_** Spanish **\_\_** Other: | | | | | |
| **Content Focus Group: \_\_** Prenatal \_\_ Infants **\_\_**Toddlers **\_\_**Preschool Age **\_\_**Pre-Kindergarten  **\_\_** School-Age **\_\_** Special Needs **\_\_** Parents **\_\_** Staff **\_\_** Administrators **\_\_** Other | | | | | |
| **Training Methods:**  **\_\_** Audio-video with facilitation **\_\_** Case studies **\_\_** Demonstration & practice  **\_\_** Handouts, printed materials **\_\_** Hands-On activities **\_\_** Independent study with supervision  **\_\_** Lecture **\_\_** Materials display **\_\_** Observation of children **\_\_** Panel discussion  **\_\_** Role-playing, simulation **\_\_** Self or program assessment **\_\_** Small group discussion  **\_\_** Technical assistance **\_\_** Visual aids **\_\_** Other | | | | | |
| **Learning Objectives** | | | | | |
| **Topic 1** | | | | | |
| **Key conditions**  **Desired performance or behavior**  **Criterion or evidence of learning** | |  | | | |
| **Learning Objectives: Topic 2** | | | | | |
| **Key conditions**  **Desired performance or behavior**  **Criterion or evidence of learning** | |  | | | |
| **Learning Objectives: Topic 3** | | | | | |
| **Key conditions**  **Desired performance or behavior**  **Criterion or evidence of learning** | |  | | | |
| **Add additional Learning Objectives as needed** | | | | | |
| **School Readiness Objective:** | | | | | |
| **CLASS OUTLINE/ DETAILED AGENDA** | | | | | |
| **Agenda Timeline** | **Content and methods** | | | | |
|  | **Before Class Preparation:** | | | | |
|  | **Class Overview and Instructions:** | | | | |
|  | **Introductions/ Icebreaker:** | | | | |
|  | **Topic 1:** | | | | |
|  | **Topic 2:** | | | | |
|  | **Topic 3:** | | | | |
|  | **Topic 4:** | | | | |
|  | **Class Review/ Wrap-Up:** | | | | |
|  | **Additional Extended Learning or Follow-Up:** | | | | |
| **EFFECTIVE INSTRUCTIONAL METHODS** | | | | | |
| **How content reflects cultural awareness and learner diversity:** | | | | | |
| **Varied Learning Styles Offered:** | | | | | |
| **Varied Student Grouping and Interaction :** | | | | | |
| **Research Supported: (Please list sources): Content must reflect current research and best practice. At least one reference within the last 5-7 years. However, some material tied to older research is still valid, and should not be overturned as an idea.** | | | | | |
| **ADDITIONAL NOTES OR INSTRUCTIONAL TIPS** | | | | | |
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