UTAH EARLY CHILDHOOD CAREER LADDER SYSTEM

PROFESSIONAL DEVELOPMENT
FOR EARLY CHILDHOOD AND YOUTH CARE PROFESSIONALS

HOW TO PARTICIPATE IN THE UTAH CAREER LADDER SYSTEM

THIS BOOK VALID UNTIL JUNE 30, 2018
Those who choose to work with young children have the unique opportunity to shape a new generation. Increasingly, research demonstrates the importance of high-quality child care on the long-term emotional, behavioral and cognitive development of young children. Many trace the success of children in care to the success of their caregivers. Caregiver competencies are critical to helping children develop the skills that will allow them to achieve their dreams and aspirations, well into adulthood.

Professional development is one key way to develop workforce and program quality. Utah’s Career Ladder system provides supportive coursework, a registry to track professional accomplishments and a system of professional recognition.

Participation in the Career Ladder system not only shows growth as an early childhood or youth care professional, but also a commitment to providing high-quality child care to Utah families.
ABOUT THE CAREER LADDER SYSTEM

Utah's Career Ladder is funded by the Department of Workforce Services (DWS), Office of Child Care (OCC), and includes partnerships with:

- Statewide resource and referral Care About Childcare agencies: These agencies host professional development courses and learning opportunities. To find your local Care About Childcare go to https://careaboutchildcare.utah.gov/contactRegions.aspx
- Utah Registry for Professional Development (URPD): Formerly known as the Child Care Professional Development Institute (CCPDI), this organization is housed at Utah State University and tracks the professional accomplishments of Utah's child care professionals and manages the Career Ladder system.
- Community and online partners that host professional development courses that have been approved for Career Ladder credit.

To participate in the Career Ladder and access the professional development opportunities available, go to https://careaboutchildcare.utah.gov/ and click “Providers” then “Register.”

PLEASE NOTE: If you have previously attended a Care About Childcare Career Ladder course, participated on the Career Ladder, or had fingerprinting done through a Care About Childcare office, you already have a Care About Childcare profile.

LEVELS ON THE CAREER LADDER

There are 10 levels offered on the Career Ladder.

Levels may be earned by taking approved Career Ladder face-to-face or online classes, taking trainings that offer Continuing Education Units (CEUs), taking early childhood related college courses or participating in accepted Professional Activity Units.

To learn how to upload certificates to verify professional development credits for the Career Ladder, go to https://urpd.usu.edu/how-to-add-a-non-cl-trainingawardcertificate-to-your-cac-transcript

To request a level on the Career Ladder, contact the Utah Registry for Professional Development at urpd@usu.edu

CAREER LADDER TOPICS BY LEVEL

Level 1: Health, Safety, Basic Child Development
Levels 2-3: Areas of Child Development
Level 4: CDA or Demonstrated Competency (DC)
Levels 5-8: Specialty Topics
Level 9: Associate Degree
Level 10: Bachelor’s Degree

ENDORSEMENTS
The Career Ladder system recognizes professional development through endorsements, which are awarded for completing 40 clock hours (or an approved equivalency) of courses in a specialized topic area. To learn more, look at the My Career Ladder tab on your Care About Childcare profile.

SCHOLARSHIP OPPORTUNITIES
You may be eligible for funding to support your professional development. Turn the page to learn more.
DWS, OCC funds multiple initiatives to increase access to professional development for child care professionals:

- **T.E.A.C.H. (Teacher Education And Compensation Helps) Associate Degree Program**
  - DWS, OCC supports T.E.A.C.H. programs through a partnership with the Utah Association for the Education of Young Children (UAEYC). Go to [http://www.uaeyc.org/t.e.a.c.h.-early-childhood.html](http://www.uaeyc.org/t.e.a.c.h.-early-childhood.html) for more information.

- **CHILD DEVELOPMENT ASSOCIATE SCHOLARSHIPS**
  - Scholarships or reimbursements of $425 may be available to those applying for a CDA.

- **PROFESSIONAL DEVELOPMENT INCENTIVES**
  - Professionals who meet eligibility requirements may apply for a Professional Development Incentive. Professionals must complete 10 hours of Career Ladder-approved training annually.

- **DEMONSTRATED COMPETENCY SCHOLARSHIPS**
  - Professionals who meet eligibility requirements and choose to earn Level Four on the Career Ladder through a Demonstrated Competency using an option other than a CDA may have their observer fees of $100 paid.

- **PROFESSIONAL DEVELOPMENT REIMBURSEMENT SCHOLARSHIPS**
  - Professionals who meet eligibility requirements may apply for a reimbursement up to $150 to be used for taking a college-level early childhood course, attending face-to-face National Administrator’s Credential courses or taking a community Career Ladder course that exceeds $200 in cost.

Details and eligibility requirements are available at [http://www.urpd.usu.edu](http://www.urpd.usu.edu) “Professional Development Incentives” and “Scholarships”

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**Career Ladder Level**

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<th>Level 3</th>
<th>Level 4</th>
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**Number of Incentives**

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<th>8th Award</th>
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<td>$665</td>
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Career Ladder Level + Number of Professional Development Incentives = Your Professional Development Incentive

Incentive amounts are subject to change each year

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**Provision of Professional Development Incentive**

If you work with youth in an afterschool program, you may be eligible to participate in the Afterschool Professional Development Incentive and receive funding.

If you are eligible for both the Afterschool Professional Development Incentive and the Professional Development Incentive, you may only apply for one award. For more information, please contact urpd@usu.edu.