LEARNING PATH GUIDE ▶ 0-3 YEARS OF EXPERIENCE

	ADMINISTRATOR	PROGRAM DIRECTOR	SITE COORDINATOR	ACADEMIC SPECIALIST	YOUTH SPECIALIST	PROGRAM ASSISTANT
ROLE	Responsible for agency operation	Manages multiple site coordinators	Manages one site with multiple staff	Youth academic instruction and support	Youth instruction and support	Part-time youth instruction and support
GOAL	Provide organizational guidance and support *11 Hours*	Provide project management and evaluation *19 Hours*	Provide team and site management *19 Hours*	Provide effective academic support *4.75 Hours*	Understand youth development and programming *12 Hours*	Positive interactions with children and families *9.5 Hours*
COURSE NAME	Current Trends and Issues in Out-of-School Time Programs Series **PRO / 2** Engaging Your Employees in a World Famous Way **PRO / 1** Creating a World Famous Employee Recognition Program **PRO / 1** Effectively Managing an Employee Engagement and Satisfaction Survey **PRO / 1** Leading Teams and Organizations with Head and Heart **PRO / .75** Advanced Interpersonal Communication Series **PRO / 5.25**	Supervising with Head and Heart **PRO / .75** Observation Skills: What's Going on Here? **AHD / 2** School-Age Care as a Family Service: Emphasis on Planning Opportunities for Family Involvement **R&C / 2** Exploring Effective Schedules, Diverse Activity Formats, Planning Tools, and Staff Roles **DPM / 2** Employee Performance Series **PRO / 6** Human Relations Skill Development Series **R&C / 4** Developing and Implementing Effective Areas Series **PM / 4** Making Plans and Developing Policies **PRO / 2** Effective Staff Orientation for Out-of-School Time **PRO / .25**	The Role of the Site Leader **PRO / .75** Coaching with Head and Heart **PRO / .75** Building Relationships with School Personnel **R&C / 2** Shared Space 101 **DPM / 1** Incentives and Motivation **R&C / .75** School-Age Care as a Family Service: Emphasis on Relationship Building **R&C / 2** Observing Children in School-Age Programs **AHD / 2** Human Relations Skill Development Series **R&C / 4** Correcting Performance Problems Series **PRO / 5.75**	Providing Homework Support: Developing a Homework Support Program **DPM / 1** Providing Homework Support: Types of Homework Support **DPM / 1** I Can: Supporting Growth Mindset and Self-Efficacy **DPM / .75** Exploring the Continuum of Developmental Tasks of School-Age Children from 5 to 12 **AHD / 2**	Building Relationships with Children and Youth **R&C / 1** Exploring Developmental Needs and Characteristics Series **AHD / 2** Exploring Four Areas of School-Age Development Series **AHD / 2** I Am: Supporting Self-Awareness and Self-Management **R&C / .75** Involving School-Age Children in Activity Planning and Implementation **DPM / 2** Presentation Methods and Debriefing Activities **DPM / 1** Cultural Competence: Identity, Diversity and Engagement **CHD / 1** The Role of Staff in Behavior Guidance **DPM / 1** Creating Respect and Safety **R&C / 1.25**	Building Relationships with Children and Youth **R&C / 1** Developmental Trends 101 **AHD / 1** Communicating with Families **R&C / 1** I Belong: Supporting Social Awareness and Interpersonal Skills **R&C / .75** Effective Communication with Children and Youth **R&C / 1** Including Children and Youth with Disruptive Behavior **DPM / .75** Guiding the Behavior of Individual Children **DPM / 2** Exploring Ethics in School-Age Care: Focus on a Professional Code of Ethics **PRO / 2**

LEARNING PATH GUIDE ▶ 4-8 YEARS OF EXPERIENCE

	ADMINISTRATOR	PROGRAM DIRECTOR	SITE COORDINATOR	ACADEMIC SPECIALIST	YOUTH SPECIALIST	PROGRAM ASSISTANT
ROLE	Responsible for agency operation	Manages multiple site coordinators	Manages one site with multiple staff	Youth academic instruction and support	Youth instruction and support	Part-time youth instruction and support
GOAL	Collaborate with organizations for sustainability *13 Hours*	Develop skills and confidence as a non-profit administrator *29.5 Hours*	Develop skills and confidence as an OST leader and innovator *18.75 Hours*	Embed and integrate academics into programming *5 Hours*	Develop skills and confidence in team management *16 Hours*	Develop skills and confidence in program implementation *7 Hours*
COURSE NAME	Innovation and Change **PRO / 1** Creating and Implementing an Effective Strategic Plan for Your Organization **PRO / 1** Building Relationships and Engaging Local and State Leaders **R&C / .5** Getting Your Board Involved in Your Development Efforts **PRO / 1** Researching and Writing Grants **PRO / 1.5** Creating Community Collaborations **R&C / 2** Cross-Cultural Business Communication Series **R&C / 6**	Professional Development Plans for Out-of-School Time Professionals **PRO / .25** Train-the-Trainer: Training Methods **PRO / .25** Managing Performance Series **PRO / 4** Advanced Interpersonal Communication Series **PRO / 5.25** Managerial Leadership Series **PRO / 4.5** Interviewing Skills Series **PRO / 5.75** Conducting Meetings Series **PRO / 3.5** Creativity and Innovation Series **PRO / 6**	Professional Development Plans for Out-of-School Time Professionals **PRO / .25** Knowing Yourself as a Leader **PRO / .75** Leadership and Innovation **PRO / 1** Implicit Bias **CHD / .25** Coaching Series **PRO / 6.25** Growing as a Professional in School-Age Programs Series **PRO / 4** Creativity and Innovation Series **PRO / 6** Effective Staff Orientation for Out-of-School Time **R&C / 4** Correcting Performance Problems Series **PRO / .25**	Tech Toolkit Address Equity Through Digital Learning **DPM / 1** Tech Toolkit Promote Digital Learning in Afterschool **DPM / 1** Integrating Academics and Enrichment **DPM / 1** Developing Activities That Encourage Creativity and Cognitive Development **AHD / 2**	Growing as a Professional in School-Age Programs Series **PRO / 4** School-Age Care as a Family Service: Emphasis on Relationship Building **R&C / 2** Observing Children in School-Age Programs **AHD / 2** Human Relations Skill Development Series **R&C / 4** Building Relationships with School Personnel **R&C / 2** Exploring Individual Differences in School-Age Children: Implications for Programming **AHD / 2**	The Role of Staff in Behavior Guidance **DPM / 1** Exploring Four Areas of School-Age Development Series **AHD / 2** Presentation Methods and Debriefing Activities **DPM / 1** Cultural Competence: Identity, Diversity and Engagement **CHD / 1.25** Guiding School-Age Children in Groups: Supervision and Boundaries **DPM / 1** Homework Assistance **DPM / .75**