

Montana Early Childhood Program Director Credential Framework

Credential Levels	General Education Requirements	Education Requirements in Early Childhood Administration	Work / Practical Experience in Early Childhood Program	Work / Practical Experience in Early Childhood Program Administration	Professional Contributions
Director Credential I	Level 4 on the Practitioner Registry / Career Path	3 college credits or 45 hours of approved program management* coursework or training	Minimum 1 year (2000 hours) working in early childhood program**	Minimum 1 year (2000 hours) program management experience in early childhood program**	1 or more Professional Contributions in past 3 years***
Director Credential II	Level 5 on the Practitioner Registry / Career Path	9 college credits of program management* coursework	Minimum 1 year (2000 hours) working in early childhood program**	Minimum 2 year (4000 hours) program management experience in early childhood program**	3 or more Professional Contributions in past 3 years***
Director Credential III	Level 6 or above on the Practitioner Registry / Career Path	12+ college credits of program management* coursework	Minimum 1 year (2000 hours) working in early childhood program**	Minimum 3 year (6000 hours) program management experience in early childhood program**	5 or more Professional Contributions in past 3 years***

* **Early Childhood Administration/Management coursework** could include approved courses such as Human Resources, Finance, Accounting, Marketing, or Business Administration; Early Childhood specific coursework such as Coaching and Mentoring Adults, Leadership in Early Childhood, Personnel Management for Child Care; or Technology coursework like Instructional Technology.

 **Aim4Excellence** is another Administration / Management coursework option. Aim 4 Excellence is a 9 module course developed specifically for directors. In Montana this course must be taken for college credit through UM Western with a cohort of students over a period of three semesters.

** **Early childhood program** includes those offering direct care to young children and their families in family, group, and center based child care settings and other preschool programs.

*****Professional Contributions** are those volunteer activities that show commitment to the field of early childhood and/or commitment to professional development and community involvement beyond daily center-based responsibilities.

Early Childhood related:

- Documented participation in a local, state, or national early childhood organization (MtCCA, MtAEYC, local CC&R, local Head Start, or other professional early childhood organizations)
- Documented participation in local, state, or national involvement in collaborative efforts that focus on early childhood issues, including families.
- Facilitator / presenter at in-service training for staff or support groups of early childhood practitioners at local, state, or national workshops, conferences or community events.
- Editor, author, or contributor of material for early childhood newsletters, journals, or other printed materials distributed locally, statewide or nationally.
- Documented participation in planning of local, regional, or state early childhood conference.
- Mentor, coach, advisor, sponsor, or other support person involved with credentialing systems such as CDA, NAFCC, NAEYC, STARS, or Apprenticeship program.
- Developer of early childhood curriculum for use by other trainers.

Business and Community related:

- Documented participation in local community-based non-profits serving and/or impacting families and children in the community (including United Way, Food Bank, Literacy Volunteers, CASA, and other community development agencies.)
- Participation in local Chamber of Commerce committees and/or activities such as local business round tables.
- Participation in local business professional organizations and / or committees like Rotary of America.
- Participation in local school board activities, initiatives, or high school career development experiences.
- Serving as a resource to the media about early childhood issues (e.g., quoted in newspaper, guest on radio or cable show), advocacy, and research.