

# Professional Learning Opportunities

## CENTER-BASED PROGRAMS

We frequently partner with professional development projects and statewide quality initiatives around the country. We work with you to determine a training experience to best meet the needs of your unique program or project. Some of our most popular tailored training topics include:

### Scale Trainings on the *Program Administration Scale, 3<sup>rd</sup> Edition (PAS-3)* including:

- Leading the Way to Quality: The Director's Role
- Supporting Directors as the Gatekeepers of Quality: The Technical Assistance Specialist's Role
- Widening the Lens: Looking at Quality from an Administration Perspective
- PAS Reliability Training

### PAS-3 Item-related workshops including:

- Accidents Happen, Why Risk It? Improving Your Risk Management Plan
- Authentic Engagement: Building True Partnerships with Families
- A Friendly Introduction to Budgeting
- Borientation? How to Keep Orientation from Being a Real Snooze
- Communication is a Two-Way Street: Creating and Maintaining Family Partnerships
- Do You Hear Me Now? Improving Communication with Staff
- Dancing with Data: Using Numbers to Inform Your Next Steps
- The Forest and The Trees: Finessing Systems with the PAS-3 and Blueprint for Action
- Marketing with a Message: Communicating the Value of Your Program
- There's a Policy for That: How Handbooks Can Support Relationships

### Leadership and Management Workshops including Director Toolbox Workshops (DTW):

- A Great Place to Work: Creating a Healthy Organizational Climate (DTW)
- Appreciating Individual Differences
- Appreciation in the Workplace
- Change is Hard, You Go First: Harassing the Science to Human Behavior to Motivate Change
- Honeycomb and the Honey Bee: Using Systems Thinking and Developing Systems
- Leadership in Action: How Effective Directors Get Things Done (DTW)
- Navigating the Currents of Change
- New Role, New Relationships: Learning to Lead

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- From the Inside Out: The Power of Reflection and Self-Awareness
  - Past, Present, and Future Me: It's the journey, not the destination (Administrator Role Perception Survey/ ARPS)
  - Right Fit: Recruiting, Selecting, and Orienting Staff (DTW)
  - Making the Most of Meetings: A Practical Guide (DTW)
  - Shifting from Struggling to Juggling: Prioritizing Pointers and Time Management Tips
  - Stay Calm and Lead on: Leading in a Mindful Way
  - Inspiring Peak Performance: Competence, Commitment, Collaboration (DTW)
  - Circle of Influence: Implementing Shared Decision Making and Participative Management (DTW)

### Leadership Academies:

Ready to Lead (RTL) is an academy for newly-hired early childhood administrators created to delve into the power of self-reflection, understand the transition from peer to supervisor, explore leadership styles, and learn strategies for increased productivity.

- Research demonstrating the impact of RTL can be found [here](#)

Taking Charge of Change<sup>™</sup> (TCC) is designed to support early childhood administrators to embrace change, improve administrative practices, and embark on a journey of continuous improvement at the individual and organizational levels.

- Research demonstrating the impact of TCC can be found [here](#)

### Online Self-Paced Learning:

- Get Ready for the PAS — [Online](#)
- [Aim4 Excellence and CQI self-paced Modules](#)

For more information on these and other offerings contact:  
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