

Building Quality Coach ---Updated 5-2021

Building Quality Coaches offer business development assistance to potential childcare entrepreneurs to start and grow sustainable childcare businesses. They partner with communities to develop local solutions to address childcare shortages. A Building Quality coach also provides individualized assistance to existing early childhood services providers on day to day operations.

Building Quality Coaches must possess an in-depth knowledge of the North Dakota childcare licensing regulations, state and local requirements, program management and administrative practices, establishing engaging childcare environments, working with families and young children in group care settings, and quality standards.

Growing Futures Membership

Must be a current member of the Growing Futures Registry

Education

Obtained a Growing Futures Career Pathway placement of Category H or Higher

Employment

Current employment by the state contracted vendor for coaching services as verified on the individual's employment tab in Growing Futures.

- Organization ID: 10605

Experience

- A minimum of two (2) years of direct experience with children ages birth-8 years in a licensed early childhood program as verified on the individual's employment tab in Growing Futures.
- A minimum of ten (10) contact hours job shadowing an endorsed Building Quality Coach with teachers and administrators in an early childhood setting as verified through supplemental documentation upon application.

Safety and Security Requirements

- Background Check, required by the ND Department of Human Services, only needs to be completed at initial application.
- Data Privacy Training, required by the ND Department of Human Services, required at every renewal.
 - DHS HIPAA Training
 - DHS HIPAA Full Policy Review

Endorsement Duration

This endorsement is valid for 12-months

Required Training

The following training must be verified on the individual's Growing Futures Learning Record and only needs to be completed at initial application.

Training Details	Hours	Training Sponsor
Code of Ethical Conduct	3	Child Care Aware® of ND
Core Competency Area II. Learning Environment and Curriculum	5	Assorted, see Appendix for recommendations.
Core Competency Area VII. Program Planning and Evaluation	15	Assorted, see Appendix for recommendations.
Getting Started (completion 2019 or later)	15	Child Care Aware® of ND

Requirements for First Endorsement Renewal

The following training must be verified on the individual's Growing Futures Learning Record and only needs to be completed upon first endorsement renewal.

Training Details	Hours	Training Sponsor
Transformational Coaching	37	Horizon in Learning

Requirements for Every Endorsement Renewal Thereafter

In addition to the requirements listed above, the individual will be required to complete Mandated Reporter training and at least ten (10) clock hours of training in the following Core Competency Area, at every renewal:

- II. Learning Environments and Curriculum,
- VII. Program Planning and Evaluation, or
- VIII. Professional Development and Leadership

Appendix: Required Training Recommendations

Training Details	Core Competency Area	Hours	Training Sponsor
Effective Indoor Environments	II. Learning Environment and Curriculum	3	Child Care Aware® of ND
Effective Outdoor Environments	II. Learning Environment and Curriculum	2	Child Care Aware® of ND
Family Child Care Business	VII. Program Planning and Evaluation	10	Child Care Aware® of ND
Center Business	VII. Program Planning and Evaluation	5	Child Care Aware® of ND