



Early Childhood Associate Apprenticeship Program

## ROLES AND REQUIREMENTS

### SPONSOR

- ◆ Agree to and sign the Standards of Apprenticeship for the program.
- ◆ Have the program registered with the Kansas Apprenticeship Council.
- ◆ Provide each apprentice 4,000 hours of structured on-the-job training.
- ◆ Oversee all the on-the-job training of each apprentice and provide appropriate activities and environment for apprentice throughout the program.
- ◆ Provide a progressive wage schedule for each apprentice.
- ◆ Provide an employee to work as a journeyworker/mentor for each apprentice for a minimum of fifteen (15) hours per week.
- ◆ Assist each apprentice with the CDA requirements and provide a CDA advisor.
- ◆ Sign an Apprenticeship Agreement with each apprentice.
- ◆ Complete and return periodic program requirements.
- ◆ Submit all appropriate documentation to the Kansas Apprenticeship Council for each apprentice upon the completion of the program.

### JOURNEYWORKER/MENTOR

- ◆ Have a minimum of the following education and experience:

- Twenty (20) hours of college credit in Early Childhood Education;
- 4,000 hours of job experience (2 years) working with children.

*Note: An Associate Degree or higher in Early Childhood /education or related field may be considered for this program, please contact the ECAAP director for approval.*

- ◆ Sign a Mentor Service Agreement with each apprentice mentored.
- ◆ Attend all required mentor program meetings/training courses.
- ◆ Agree to work with each apprentice for a minimum of fifteen (15) hours per week throughout the program.
- ◆ Observe and evaluate the apprentice's work and provide feedback and suggestions.
- ◆ Help Apprentice incorporate lessons he/she learns in the classroom into the work environment.
- ◆ Complete and return all ECAAP forms and documentation to the ECAAP office.

### APPRENTICE

- ◆ Agree to and sign the Apprenticeship Agreement with program Sponsor.
- ◆ Apply for Federal Financial Aid.
- ◆ Enroll and complete twenty (20) hours of college credit in early childhood/child development.
- ◆ Maintain a 2.0 grade point average (GPA) in all course work.
- ◆ Complete the CDA process and apply for the credential upon completion of the first year.
- ◆ Complete 4,000 hours of on-the-job training with the Sponsor.
- ◆ Work a minimum of 30 hours per week for the sponsor (in a classroom setting with children ages birth to 5).
- ◆ Maintain logs of your on-the-job training, related instruction and time with the journeyworker/mentor.
- ◆ Complete and return periodic program evaluations.
- ◆ Submit all appropriate documentation to the ECAAP office timely.

## THE KANSAS EARLY CHILDHOOD CAREER LATTICE

Career Levels	Home Business	Licensed Care & Education Program	Public/Private School	Family Learning Center	Head Start	State Offices	Child Care Resource & Referral Agency	Other Settings in Early Childhood Profession
<b>Advanced Level</b> <ul style="list-style-type: none"> <li>• Master Degree</li> <li>• Doctorate Degree + Experience</li> </ul>	<ul style="list-style-type: none"> <li>• ECE Coordinator</li> <li>• Administrator</li> <li>• Executive Director</li> <li>• Teacher Trainer</li> <li>• Educational Specialist</li> <li>• Director (Large Facility)</li> </ul>	<ul style="list-style-type: none"> <li>• Principal</li> <li>• Special Services Coordinator</li> <li>• Superintendent</li> <li>• ECE Coordinator</li> <li>• Early Childhood Program Coordinator</li> </ul>	<ul style="list-style-type: none"> <li>• Family Learning Center</li> <li>• Director</li> <li>• ECE Coordinator</li> </ul>	<ul style="list-style-type: none"> <li>• Head Start/State Collaboration Coordinator</li> <li>• Regional Administrator</li> <li>• Executive Director</li> <li>• Head Start Association</li> </ul>	<ul style="list-style-type: none"> <li>• Director</li> <li>• Administrator</li> <li>• Consultant</li> </ul>	<ul style="list-style-type: none"> <li>• Executive Director</li> </ul>	<ul style="list-style-type: none"> <li>• Community College, University, or Technical School Faculty</li> <li>• Advisor/Tutor/Mentor for College Students'</li> <li>• Independent Study</li> </ul>	
<b>Teacher</b> <ul style="list-style-type: none"> <li>• Bachelor Degree or Equivalent + Experience</li> <li>• State Teacher Certification (Public Schools, ECE)</li> </ul>	<ul style="list-style-type: none"> <li>• Independent Consultant</li> <li>• Advisor/Tutor/Mentor</li> </ul>	<ul style="list-style-type: none"> <li>• ECE Teacher</li> <li>• ECE Special Ed Director (Medium to Large Facility)</li> <li>• Assistant</li> <li>• School Age Group Leader</li> <li>• Site Director</li> </ul>	<ul style="list-style-type: none"> <li>• ECE Teacher</li> <li>• ECE Special Ed K-3 Teacher</li> <li>• Home School Coordinator</li> <li>• Title 1 Teacher</li> <li>• Early Childhood Teacher-Director at Tech School</li> <li>• Substitute</li> </ul>	<ul style="list-style-type: none"> <li>• Program Coordinator</li> <li>• Home Visitor/Outreach Worker</li> <li>• Teacher</li> <li>• ECE Teacher</li> </ul>	<ul style="list-style-type: none"> <li>• Director</li> <li>• Coordinator/Consultant</li> <li>• Site Director</li> <li>• Head Start Teacher</li> <li>• ECE Coordinator</li> <li>• Advisor/Tutor/Mentor</li> </ul>	<ul style="list-style-type: none"> <li>• County Licensing Surveyor</li> <li>• USDA Food Program Coordinator</li> <li>• SRS Coordinator</li> <li>• Policy Specialist</li> <li>• Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Program Director</li> <li>• Workshop Presenter</li> <li>• Child Care Trainer</li> <li>• Referral Specialist</li> <li>• Training Coordinator</li> <li>• Support Specialist</li> <li>• Child Care Recruiter</li> <li>• USDA Food Program Specialist</li> </ul>	<ul style="list-style-type: none"> <li>• Social Worker</li> <li>• Early Interventionist</li> <li>• CDA Advisor</li> <li>• Independent Consultant</li> <li>• Community Resource Coordinator</li> <li>• Success by Six Coordinator</li> </ul>
<b>Teaching Associate</b> <ul style="list-style-type: none"> <li>• Associate Degree or CDA or 3 Years Experience +12 Hours</li> <li>• Early Childhood Associate (Apprentice) 20 Hours College Credit + 4,000 Hours Work Experience</li> </ul>	<ul style="list-style-type: none"> <li>• Peer Mentor</li> </ul>	<ul style="list-style-type: none"> <li>• Director (Small Program)</li> <li>• Teacher (Medium to Large Program)</li> <li>• Peer Mentor</li> <li>• School Age Group Leader</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher Assistant</li> <li>• ECE</li> <li>• ParaProfessional</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher Assistant</li> </ul>	<ul style="list-style-type: none"> <li>• Home Visitor</li> <li>• Family Service Worker</li> <li>• Lead Teacher</li> </ul>	<ul style="list-style-type: none"> <li>• Licensing Specialist</li> </ul>	<ul style="list-style-type: none"> <li>• CACFP Coordinator</li> </ul>	
<b>Teacher Assistant</b> <ul style="list-style-type: none"> <li>• High School Diploma &amp; Pre-Service Training</li> </ul>	<ul style="list-style-type: none"> <li>• Licensed Family Home Child Care Provider</li> <li>• Substitute</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher (Small Program)</li> <li>• Substitute</li> <li>• Teacher Assistant</li> </ul>	<ul style="list-style-type: none"> <li>• ParaEducator (Includes ECE &amp; K-3)</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher Assistant</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher Assistant</li> <li>• Program Aide</li> </ul>	<ul style="list-style-type: none"> <li>• Licensing Technician</li> </ul>		
<b>ECE Aide</b> <ul style="list-style-type: none"> <li>• Interest in Working with Children &amp; Families</li> </ul>	<ul style="list-style-type: none"> <li>• Registered Family Home Child Care Provider</li> <li>• Volunteer</li> </ul>	<ul style="list-style-type: none"> <li>• ParaEducator</li> <li>• New Teacher Assistant</li> <li>• Early Childhood Associate (Apprentice)</li> <li>• Volunteer</li> <li>• Intern</li> </ul>	<ul style="list-style-type: none"> <li>• Volunteer</li> </ul>	<ul style="list-style-type: none"> <li>• Family (Or Other Person) in a Supervised Training Program</li> <li>• Volunteer</li> </ul>	<ul style="list-style-type: none"> <li>• Involved Family</li> <li>• Volunteer</li> </ul>			

**Note:** Many People in the field have a higher level of education and training than their job requires. For example, teachers with Master Degrees are working in all settings, from home-based care to licensed programs and public schools; and many home-care providers have Bachelor and even Master Degrees.

This higher level of knowledge and expertise may or may not be recognized in a person's compensation. Anyone who feels underpaid for his/her level of training may choose to make this clear to clients or employer, using the Career Lattice as an illustration.

An Individual Professional Development Plan (IPDP) at each career level guides the career path of each individual.

Abbreviations:  
 ECE: Early Care and Education  
 CDA: Child Development Associate  
 CACFP: Child/Adult Care Food Program



**BUTLER COMMUNITY COLLEGE**  
**Related Instruction Outline**

**YEAR ONE:**

**Required courses:**

CD 220 Early Childhood Program and Curriculum Planning	3 credit hours
CD 221 Early Childhood Program and Curriculum Planning Lab	1 credit hours

**One of the following:**

**CD 122 Principles of Early Childhood Education I	3 credit hours
CD 123 Principles of Early Childhood Education II	3 credit hours

**One of the following:**

CD 219 Parenting	3 credit hours
CD 225 Interaction Techniques with Young Children	3 credit hours

**Total: 10 credit hours**

~~ Apprentices are to apply for and complete the CDA at the end of the first year ~~

**YEAR TWO:**

**Required course:**

CD 223 Child Care Practicum I	3 credit hours
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**Any course above not used as a requirement, or any courses from the following:**

CD 124 Infant Toddler Development	3 credit hours
CD 125 Child Nutrition and Health	3 credit hours
CD 115 Creative Experiences for Children I	3 credit hours
CD 121 Creative Experiences for Children II	2 credit hours
LT 260 Children's Literature	3 credit hours
CD 135 First Start: Care of Handicapped Infants and Toddlers	3 credit hours
BS 270 Child Psychology	3 credit hours

**Total: 10 Credit Hours**

**Developmental courses are to be added for those who need additional preparation in Math, English, study skills, writing skills, reading skills, and stress management.**

**\*\*Online course available**

## **Early Childhood Associate Apprenticeship Program ECAAP**

The Early Childhood Associate Apprenticeship Program (ECAAP) is an innovative certification program that serves individuals working in childcare and early education.

ECAAP provides workers with quantifiable skills and portable, industry-recognized credentials that meet Kansas' early care and education requirements. It combines related technical and theoretical instruction (college credits) with planned on-the-job-training (OJT) under the supervision of a skilled mentor.

The program takes approximately **2 years to complete**. It requires 4,000 hours of OJT and 20 hours of early childhood college credit through one of our educational partners.

All apprentices work in early learning environments with children 0-5 years of age (30 hours a week minimum) and take coursework in Early Childhood Education. The on the job training is built around the Core Competencies for Early Care and Educational Professionals in Kansas and Missouri.

For the related classroom instruction, **ECAAP pays 100% of books, fees, and tuition** for these courses. We work with seven community colleges and have an online completion options available. ECAAP also pays the CDA assessment fee for apprentices. (Obtaining the CDA is one requirement of the apprenticeship program.)

The **Career Outlook** is provided to help you recruit and guide new individuals and employees through the early childhood professional development process in Kansas.

The first step to participating in a Registered Apprenticeship Program is for center-based employers to develop and register **program standards** with the Kansas Apprenticeship Council. ECAAP staff is available to help you through this process. Once the program is registered, the employer/center becomes a Registered Apprenticeship Sponsor and individual employees of the center may then register as apprentices under the Sponsor.

You can also visit our website at: **<http://www.kansasecaap.org>** or call **316-771-6830** for more information.

### ECAAP