

Infant and Toddler Specialist

Skill Standards Inventory For Self-Assessment And Planning Professional Improvement

Inventory Description

This inventory identifies Skill Standards necessary to function effectively as an Infant and Toddler Specialist. Infant and Toddler Specialists serve infants and children to age three in a variety of settings that include child care, parent education cooperatives and early Head Start.

The six critical work function areas:

- A. Implement Health, Safety and Nutrition Practices
- B. Meet Each Child's Individual Needs
- C. Plan and Provide Curriculum Through Normal Caregiving Routines
- D. Provide Family Support
- E. Foster and Nurture Attachment While Respecting the Significance of the Parent and Child Relationship
- F. Participate in Professional Development

The key activity under each critical work function further identifies the usual responsibilities of and infant and toddler specialist.

**Self Assessment Tool developed for ECE Skill Standards by
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Directions

1. Please read each item and rate your current level of development according to the rating scale defined below:

NA→ This does not relate to my job responsibilities as I understand them.

LOW → I have minimal understanding, confidence, knowledge and/or /skill to actively contribute and/or function in relation to this item.

MODERATE → I have enough understanding, confidence, knowledge and/or skill to actively contribute and/or function with minimal supervision for this item.

HIGH I have enough understanding, confidence, knowledge or skill to actively contribute and/or function effectively without supervision for this item.

VERY HIGH I have understanding, confidence, knowledge and/or skill to actively contribute and/or function effectively, and enough expertise to teach/lead other infant toddler specialists.

2. In the space provided under each skill standard area, please indicate which key activities is a training priority for you.
3. Summarize those items that need improvement in each skill standard area on the “Professional Improvement Plan Summary.”
4. Complete the “Professional Improvement Plan.”

Name _____

Date _____

**Critical Work Function A:
Implement Health, Safety and Nutrition Practices**

Please √ your present level of development ~

Rating Scale

Key Activity	As an infant and toddler specialist, to what level are you able to:	NA	Low	Mod.	High	Very High
A1	Implement, modify and document a program that meets safety standards.					
A2	Provide a safe, developmentally appropriate indoor and outdoor learning environment.					
A3	Articulate and apply health standards and care.					
A4	Promote wellness through child nutrition practices.					
A5	Maintain sanitary and safe food handling and storage practices.					
A6	Maintain and promote hygienic environment.					

Comments about strengths or need for growth for this work function:

**Critical Work Function B:
Meet Each Child's Individual Needs**

Please √ your present level of development ~

Rating Scale

Key Activity	As an infant and toddler specialist, to what level are you able to:	NA	Low	Mod.	High	Very High
B1	Interact with each child to nurture self-esteem and optimize learning.					
B2	Provide an environment that supports the whole child's development.					
B3	Guide children's developing independence, self-control and social interactions.					
B4	Provide an inclusive environment that promotes respect for individual and cultural differences.					
B5	Provide ongoing assessment and evaluation.					
<i>Comments about strengths or need for growth for this work function:</i>						

Critical Work Function C:

Plan and Provide Curriculum Through Normal Caregiving Routines

Please √ your present level of development ~

Rating Scale

Key Activity	As an infant and toddler specialist, to what level are you able to:	NA	Low	Mod.	High	Very High
C1	Use curriculum resources and learning materials to satisfy individual and group needs and interests.					
C2	Plan curriculum.					
C3	Create, provide, document and evaluate developmentally appropriate curriculum activities.					
C4	Maintain program requirements for documentation and confidentiality.					
<i>Comments about strengths or need for growth for this work function:</i>						

**Critical Work Function D:
Provide Family Support**

Please √ your present level of development ~

Rating Scale

Key Activity	As an infant and toddler specialist, to what level are you able to:	NA	Low	Mod.	High	Very High
D1	Build a partnership with families.					
D2	Plan, promote and implement family involvement.					
D3	Provide families with information, resources and referrals.					
<i>Comments about strengths or need for growth for this work function:</i>						

Critical Work Function E:

Foster and Nurture Attachment While Respecting the Significance of the Parent and Child Relationship

Please √ your present level of development ~

Rating Scale

Key Activity	As an infant and toddler specialist, to what level are you able to:	NA	Low	Mod.	High	Very High
E1	Develop and practice strategies that promote healthy attachment for the child.					
E2	Provide emotional support to parents and other caregivers to promote healthy attachment.					
E3	Provide and model supportive, culturally aware, responsive and affectionate care.					
<i>Comments about strengths or need for growth for this work function:</i>						

Critical Work Function F:

Participate in Professional Development

Please √ your present level of development ~

Rating Scale

Key Activity	As an infant and toddler specialist, to what level are you able to:	NA	Low	Mod.	High	Very High
F1	Maintain current knowledge of the field.					
F2	Identify and build on professional career goals.					
F3	Build community partnerships and public awareness of early learning issues.					
F4	Network with other service providers to develop a community responsive to the needs of children, families and staff.					
F5	Contribute to a professional team environment.					

Comments about strengths or need for growth for this work function:

Name _____

Date _____

Infant and Toddler Specialist Improvement Plan Summary

Critical Work Function	Strengths	Areas for Growth
A. Implement Health, Safety and Nutrition Practices		
B. Meet Each Child's Individual Needs		
C. Plan and Provide Curriculum Through Normal Caregiving Routines		
D. Provide Family Support		
E. Foster and Nurture Attachment While Respecting the Significance of the Parent and Child Relationship		
F. Participate in Professional Development		

Professional improvement goal(s) and projected plan for how goals might be accomplished:

For more information:

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