

The Application Process:

Deadlines: Credentials are issued two times per year and applications must be postmarked by Dec. 31 or June 30 to be included in the next review cycle. Applications are reviewed by the three-member AEYC-MO Director Credential Commission.

How to Apply:

- Register or update your personal profile online with the Professional Recognition and Achievement System (PARS) of the OPEN Initiative at www.openinitiative.org, click on projects and then on Missouri's Trainer Registry.
- Print PARS personal profile for inclusion with the application.
- Complete the Missouri Early Childhood Director Credential Application Form at http://www.aeyc-mo.org/downloads/Directors_Credential_Packet.pdf.
- Attach all required documentation.
- Enclose the application fee (\$100 check or money order).
- Mail three copies of the application materials to AEYC-MO.

AEYC-MO

PO. Box 2136
Lee's Summit, MO 64063
877-296-2852 • info@aeyc-mo.org
www.aeyc-mo.org



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of Young Children of Missouri
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Go Further!

THE MISSOURI EARLY CHILDHOOD

DIRECTORS CREDENTIAL

Recognizing the professional development achievements of center-based early learning program directors in Missouri, featuring reciprocal requirements in Kansas.



www.aeyc-mo.org

About the Directors Credential

The Missouri Early Childhood Directors Credential recognizes and validates competencies achieved by early childhood professionals through education, experience and service.

Individuals who are awarded the Credential have demonstrated abilities in center-based leadership and management of programs serving children birth to kindergarten age. As part of its mission to foster excellence in early childhood systems and programs through advocacy, education and professional development, the Credential is issued by the Association for the Education of Young Children of Missouri.

Two levels of the Credential are offered: the Provisional Directors Credential and the Directors Credential. The Provisional Directors Credential is an interim step, which recognizes emerging program directors as they work toward the higher standards required by the Directors Credential. Both Credentials are valid for five years before they must be renewed, but a Provisional Directors Credential may only be renewed once, allowing ten years to achieve the Directors Credential. Continuous professional development is required for both levels.



Competencies

Candidates must demonstrate competency in early childhood education, child development and leadership / management. These areas are identified in the Kansas and Missouri Core Competencies for Early Care and Education Professionals.

Criteria for the Credential include specific requirements related to **education, experience** and **professional contributions**.

Education

- Provisional Directors Credential
 - **Associate's degree** in any field from a regionally accredited college or university.
 - Twenty-four credit hours of coursework in **early childhood education**.
- Directors Credential
 - **Bachelor's degree** in any field from a regionally accredited college or university.
 - Thirty credit hours of coursework in **early childhood education**.
 - Additional **professional development**, which could include completion of an approved leadership development program, internship, community-based training or fellowship related to leadership and management.
- Provisional Directors Credential and Directors Credential
 - **Leadership and management coursework** requirement (two options):
 - Completion of an approved block of nine credit hours in early childhood program management and leadership; **or**
 - Completion of 18 credit hours in general leadership and management.

Professional Experience

- A minimum of 500 documented clock hours of **teaching experience** with children is required for both the Provisional Directors Credential and the Directors Credential.
- **Administrative Experience:**
 - Provisional Directors Credential: Candidates must document at least 1,000 clock hours of administrative experience;
 - Directors Credential: Candidates must document a minimum of 3,600 clock hours of administrative experience.

Professional Contributions

Candidates must demonstrate professional contributions to the field through **membership in a professional organization AND contributions** from the following areas (candidates for the Provisional Directors Credential must have a contribution in one of the three areas, candidates for the Directors Credential must have three contributions in at least two of the three areas):

- **Professional Leadership**
- **Program Improvement**
- **Advocacy**

Detailed information on the credentialing process, competencies, criteria and policies can be found at www.aeyc-mo.org. You can also contact AEYC-MO to request an application packet.

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