

Trainer Criteria for: (TOT) DCYF Observation Courses Collection (4 Hours)

Instructor: Rachel Daley

DEVELOP Course ID:

- 228552

*Upon successful completion of this TOT, you will be approved to train the following **in person** courses:*

- *Intentional Observation Understanding and Supporting Each Child (Develop ID: 228553)*
- *Observation and Documentation: Planning for Individual Needs (Develop ID: 228555)*
- *Using Observation and Documentation to Support Exploration and Learning (Develop ID: 228557)*

Course Date(s) and Time

- 10/26/2026 - 11/11/2026, 2026
- Live video session(s) via Zoom:
 - Monday 11/2/2026; 6:30 - 8:30 PM CT
 - Monday 11/9/2026; 6:30 - 8:00 PM CT
 - You must be able to attend both live video sessions and participate with your camera on and microphone available.

TOT Course Format

- 4 Hours
- Blended - live video session and online work

Cost

- Free

Application timing

- Notification date: 9/25/2026, in The Source
- Application open 9/25/2026
 - Application closes 10/9/2026 at 5:00 PM CT - *Late applications will not be reviewed.*
 - Applications will be reviewed by 10/15/2026. Applicants will be notified, either way, between 10/16/2026 - 10/23/2026.

Maximum Capacity

- 15

Short Description

- Demonstrate the necessary skills for effectively delivering three courses within the DCYF Observation Courses Collection. Analyze the curriculum, practice training delivery methods, and identify strategies for supporting adult learners throughout this Training of Trainers course. Become authorized to deliver the courses within this collection upon successful course completion. **It is expected that you will be very familiar with the course materials prior to the TOT and bring delivery questions to the live video session(s).**

Trainer Qualifications Criteria

Trainer Level

- **Trainer II/Advanced, Expert/Master, Higher Ed**
- *The following trainer types do not meet the trainer criteria: Subject Specific, State Partner, Native American Cultural Trainer, Foundational Trainer, Trainer I*

Experience

Required

- Approved to train in KCF Area IV.A

Center for Early Education
and Development

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Preferred

- Training on adult education
- Experience working in a family child care or child care center setting
- Familiarity with the MN Early Childhood Indicators of Progress (ECIPs)