

**Administrator Track for Louisiana Pathways Child Care Career Development System**

| <b>Child Care Career Ladder Titles</b> | <b>Training and Education Requirements</b>  | <b>Experience Requireme</b> | <b>Professional Activity Requirements</b>   |
|--|---|-----------------------------|---|
| <b>Assistant Director I</b>            | annual training as required by Licensing Minimum Standard   | none                        | encouraged to participate in an early childhood   |
| <b>Assistant Director II</b>           | 60 clock hours in approved core knowledge (CDA) subject areas including 6 hours in regulations  | minimum 6 months            | encouraged to participate in an early childhood professional organization   |
| <b>Assistant Director III</b>          | 90 clock hours in approved core knowledge (CDA) subject areas including 15 hours in approved Administrative Training Categories   | minimum 1 year              | encouraged to participate in an early childhood professional organization   |
| <b>Director</b>                        | as required by Licensing Minimum Standards  | as required by licensing    | encouraged to participate in an early childhood professional organization   |
| <b>Director I</b>                      | CDA Credential or approved early childhood diploma <b>and</b> 30 clock hrs. in approved Administrative Training Categories<br>or<br>related associate degree or 30 hours toward associate degree with 4 college courses in early childhood or child development   | minimum 1 year              | membership in an early childhood professional organization  |
| <b>Director II</b>                     | CDA Credential or approved early childhood diploma <b>and</b> 45 clock hrs. in approved Administrative Training Categories or National Administrative Credential<br>or<br>associate degree in early childhood or child development<br>or<br>related associate degree with 4 college courses in early childhood or child development<br>or<br>related bachelor degree with 3 college courses in early childhood or child development | minimum 18 months           | membership in an early childhood professional organization and service to the profession such as: serving on a board or committee, presenting at a conference, participating as a CDA advisor or mentor, attendance at a conference or professional event |

|   |  |                            |  |
|---|--|----------------------------|--|
| <p><b>Director III</b></p> <p><b>Administrator Certificate</b></p> <p>To receive an Administrator Certificate you must have 75 clock hours of instruction in approved Administrative Training Categories</p> <p>2 college courses in approved administration can be substituted for the Administrator Certificate</p> | <p>CDA Credential or approved early childhood diploma <b>and</b> Administrator Certificate</p> <p>or</p> <p>associate degree in child development or early childhood <b>and</b> Administrator Certificate</p> <p>or</p> <p>bachelor degree in early childhood or child development of which 3 college courses focus on infants and toddlers <b>and</b> Administrator Certificate</p> <p>or</p> <p>related bachelor degree with 6 college courses in early childhood or child development of which 3 courses focus on infants and toddlers <b>and</b> Administrator Certificate</p> | <p>minimum<br/>2 years</p> | <p>membership in an early childhood professional organization and service to the profession such as: serving on a board or committee, presenting at a conference, participating as a CDA mentor or advisor, attendance at a conference or professional event</p> |
| <p><b>Director IV</b></p>   | <p>master's degree in early childhood, child development or early childhood administration of which 3 courses focus on infants and toddlers <b>and</b> Administrator Certificate</p> <p>or</p> <p>related master's degree with 8 college courses in early childhood or child development of which 3 courses focus on infants and toddlers <b>and</b> Administrator Certificate</p>   | <p>minimum<br/>2 years</p> | <p>membership in an early childhood professional organization and service to the profession such as: serving on a board or committee, presenting at a conference, participating as a CDA mentor or advisor, attendance at a conference or professional event</p> |

The SRTC for child care professionals is based on the individual's level on the classroom or administrator track as indicated in the table below.

| <b>SRTC Levels</b>     | <b>Amount of Refundable School Readiness Tax Credit</b> |
|------------------------|---|
| Director I             | \$1,500   |
| Direct II              | \$2,000   |
| Director III           | \$2,500   |
| Director IV            | \$3,000   |
| Child Care Teacher I   | \$1,500   |
| Child Care Teacher II  | \$2,000   |
| Child Care Teacher III | \$2,500   |
| Child Care Teacher IV  | \$3,000   |

Staff qualifications required by the Quality Start star rating model differ from the staff qualifications required for the career tracks and the School Readiness Tax Credits. However, an individual's level on the career track may be used as a substitution for Quality Start staff qualifications. (See page 3 on Quality Start model)