

GROWTH HEARTSET: CREATING A CULTURE OF CARING *Certification Course*

Registration: Immediate, by Application & Supervisor Approval, through June 15th

The Los Angeles County Office of Education (LACOE) Expanded Learning Technical Assistance Unit (ELTAU), in its efforts to serve expanded learning programs in the area of social emotional learning (SEL), is working with EduCare to offer the Growth Heartset: Creating a Culture of Caring – Certification Course. This project will provide **SEL professional development workshops using a trainer-of trainer model (TOT)**. This capacity-building project will allow **grant managers, program directors, and site coordinators** within Los Angeles county access to high quality professional development in **blended: face-to-face and online formats and receive technical support for SEL**.

Thirty individuals (30) will be selected for participation in this certification course - to represent their geographic location and disseminate Growth Heartset trainings to their programs and communities. Chosen participants must be able to attend 100% of the Certification Course activities: a two-day Institute, four three-hour Workshops, and four one-hour Coaching Sessions taking place over the yearlong period.

There will be no cost for approved participants – this is a \$2,500 cost savings per participant and why it is imperative that those chosen to participate commit to **attend 100% of the certification course activities and meet the roles and responsibilities of the agreement to offer additional trainings**. All activities will be held in LA County.

OVERVIEW

Gain new skills for developing a Growth Heartset in your teaching and learning. The yearlong program focuses on **shaping successful learning environments that thrive upon a foundation infused with caring, connectivity, and proven social-emotional learning practices**. Based on EduCare’s field-tested ACE Program that has reached nearly 50,000 students in the US and internationally, **participants learn and practice heart-centered strategies for teaching students self-awareness (mindfulness), emotional self-management, relationship-building, and wise decision-making skills**. Additionally, participants will gain the knowledge and peer support to **effectively facilitate small groups; promote and implement social-emotional learning; and establish school culture and climate initiatives**.

With certification course completion, Growth Heartset Trainers will be positioned to advance in the Region 11 pathways to leadership infrastructure and be recognized at the regional level. Growth Heartset Trainers will deliver targeted trainings to various audiences using technology and resources.

BLENDED FORMAT

Heartset Institute

- June 18 and 19, 2018 (All Day – Both Days – In Person)

Follow-Up Support Workshops (4) following the community of practice model to support trainer needs

- September 19, 2018 (AM Session – 4 Hours – In Person)
- November 14, 2018 (AM Session – 4 Hours – In Person)
- February 20, 2018 (AM Session – 4 Hours – In Person)
- April 10, 2018 (AM Session – 4 Hours – In Person)

Online Coaching Sessions (4)

- August 2018 (AM Session – 1 Hour – Online)
- October 2018 (AM Session – 1 Hour – Online)
- January 2019 (AM Session – 1 Hour – Online)
- March 2019 (AM Session – 1 Hour – Online)

GROWTH HEARTSET TRAINER COMPENSATION

- There is no compensation to trainers during the certification course activities and required targeted training deliverables.
- Once all deliverables are completed, Growth Heartset Trainers will become a volunteer member of the ELTAU team and when contracted to deliver additional trainings will receive remuneration.

QUALIFICATIONS

- Have at least three (3) years of experience working at the program leadership level as a Grant Manager or Program Director or at least four (4) years of experience working as a Site Coordinator.
- Have an understanding of what Social-Emotional Learning is and be committed to assisting expanded learning programs and their staff to reach the next level of quality and sustainability.
- Have experience in presenting professional development to staff.
- Experience using computer technology including Email, PowerPoint, Word, and Web Browsing.

ROLES AND RESPONSIBILITIES

- Attend and actively participate in all scheduled certification course activities.
- Upon completion of the certification course, volunteer Growth Heartset trainers will commit to coordinate, organize, and deliver three (3) targeted trainings to various expanded learning program leaders and staff using technology and resources with the goal of reaching 100 participants total through these trainings.
 - Trainer agrees to work collaboratively with ELTAU staff: when scheduling and implementing the Growth Heartset workshops.
 - Trainer agrees to follow established Growth Heartset resources and materials.
 - Trainer will require participants to sign-in and complete an evaluation form.
 - Trainer will submit completed sign-in sheets and evaluation forms to ELTAU.

APPLICATION PROCESS

- The application form can be accessed on ASPIRE at <http://aspire.lacoe.edu> (under LA County Forms/Growth Heartset Application).
- The application must be fully completed and once submitted will be reviewed as received.
 - **COMPLETED APPLICATIONS can be scanned and emailed to:** Michelle Perrenoud at Perrenoud_Michelle@lacoe.edu OR faxed to 562.922.6687 – Attention: Michelle Perrenoud (please notify Michelle Perrenoud by phone call after faxing at 562.824.2625)
- **Application must be signed by** 1) the Applicant AND 2) Immediate Supervisor AND 3) Grant Manager of the District or Executive Director of the organization.
- Once the completed application is received, it will be reviewed and the applicant will be contacted regarding their pending participation in the project.
- The application process will be ongoing through June 15 or until available slots fill (whichever comes first).

GROWTH HEARTSET: CREATING A CULTURE OF CARING

Certification Course

TRAINER APPLICATION

Please PRINT

DATE: _____

NAME: _____

STREET: _____

CITY: _____ STATE: _____ ZIP: _____

DAY PHONE: _____ OTHER PHONE: _____

EMAIL ADDRESS: _____

CURRENT JOB TITLE: _____ SITE/DEPT. _____

EMPLOYER NAME: _____ SUPERVISOR NAME: _____

SUPERVISOR PHONE: _____ SUPERVISOR EMAIL: _____

BRIEF RESPONSES REQUIRED TO THE FOLLOWING QUESTIONS

1. Describe your experience with SEL and the qualities you believe demonstrate your potential to succeed.

2. Describe your experience as a program supervisor and building staff capacity/presenting professional development.

3. Describe how you plan to carve out time from your current position to devote the time needed to complete the certification course AND deliver the three trainings in your program/community.

By signing below: I acknowledge that I have read the Growth Heartset Trainer Description and agree to its terms.

Applicant Signature

Immediate Supervisor Signature

Grant Manager OR Exec. Dir. Signature