

10-16-19

Greetings Everyone!

It is time once again for the Core Competency Surveys. Have you ever wondered if your staff have the skill sets, knowledge and experience in order to give the students in your programs what they need? Have you asked yourself how do I know what training or knowledge my staff need in order to provide high quality programming? The data from the Core Competency surveys will help you identify what training and development your staff feel that they need [it is a self-assessment.

The Core Competencies are a list of recommended knowledge and skills for Expanded Learning program staff. They are a framework to help guide us in our work. There are Competencies for Grant Managers, Program Directors, Site Coordinators and Front Line staff. LACOE utilizes the data collected to help determine what professional development opportunities to offer. The results will be shared at the January 24, 2020 Advisory meeting.

Additionally, if you would like to receive an individualized report for your organization contact Sue Gevedon ([gevedon\\_sue@lacoedu](mailto:gevedon_sue@lacoedu)) for details! [Just think a NO COST staff assessment that drives your professional development and training plans!]

*The survey links are now active.*

Help us help you by sharing these links with your staff. The survey will take about 15 minutes to complete.

- A **Grant Manager** is a district, county, city, or community-based organization (CBO) staff member who is ultimately responsible for grant oversight and program operations including ensuring grant compliance, meeting certified assurances, developing or managing budgets, and submitting required reports.

*Grant Manager* – <https://www.surveymonkey.com/r/grantman19-20>

- A **Program Director** is someone who oversees two or more site-based programs and may evaluate staff.

*Program Director* – <https://www.surveymonkey.com/r/progdir19-20>

- A **Site Coordinator** is someone who oversees a program at one site and has responsibility for the supervision of the frontline staff.

*Site Coordinator* - <https://www.surveymonkey.com/r/SC19-20>

- **Frontline Staff** are those persons working directly with students in expanded learning programs.

Frontline staff – <https://www.surveymonkey.com/r/Frontline19-20>

**PLEASE FORWARD THE LINKS TO YOUR STAFF AS APPROPRIATE**

**SURVEY CLOSES ON Friday, November 22, 2019**

**FOR QUESTIONS PLEASE CONTACT SUE GEVEDON AT: [GEVEDON\\_SUE@LACOE.EDU](mailto:GEVEDON_SUE@LACOE.EDU) OR VIA PHONE AT 562-940-1783**

**MJ**

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**“We do not need magic to transform our world. We carry all the power we need inside ourselves already. We have the power to imagine better.” J.K. Rowling**