

Instructor Registry ***for instructors of early childhood and afterschool professionals***



**Vermont Northern Lights
Career Development Center**



What is the Instructor Registry?

The Instructor Registry is a web-based, searchable database of approved instructors teaching adults about the early childhood and afterschool fields. Instructors apply online and once approved, can choose to be listed in the public Registry. There are five types of instructors in the Registry.

Vermont Instructor Qualification System for early childhood and afterschool instructors

Type of Instructor	Educational Background	Experience as an Instructor	Instruct alone or with a consulting instructor
Affiliate I	High school diploma, GED or above	24 hours or fewer of instruction in the last 3 years	Work with the support of a Master or Certified Instructor
Affiliate II	Associate degree in early childhood education, afterschool or related field	25 hours or more of instruction in the last 3 years	Work with the support of a Master or Certified Instructor
Certified	Bachelor's degree or above in early childhood education, afterschool or related field	25 hours or more of instruction in the last 3 years	Offer instruction alone or Support Affiliate I, Affiliate II, and Specialist Instructors
Master	Master's or doctoral degree in early childhood education, afterschool or related field	45 hours or more of instruction in the last 3 years	Offer instruction alone or Support Affiliate I, Affiliate II, and Specialist Instructors
Specialist (Other than afterschool, early childhood education and related fields)	Professional license, certificate, credential, or specialized knowledge and training	10 hours or more of instruction in the last 2 years 9 or fewer hours of instruction in the last 2 years	Offer instruction alone Work with the support of a Master or Certified Instructor

"When I joined the Instructor Registry I received a pin and ribbon that I wear when I instruct at conferences. I enjoy being notified of opportunities to network with other instructors and of classes I can take about teaching adults. I feel part of a special group."

Did You Know...?

- Approximately 200 instructors from VT and other states have joined the Instructor Registry since it began in 2006. Instructors have backgrounds in over 25 different areas of knowledge or disciplines.
- The Registry lets you search for both early childhood and afterschool instructors.
- You can search for instructors by region, core knowledge area, instructor level or name.

Why is the Registry important?

The more access there is to high quality instructors, the better professional development opportunities there are throughout Vermont. It is a resource for sponsors of professional development such as conference coordinators, network leaders and program directors. Child care support agencies and others are required to use instructors from the Registry.

See the reverse side for more information on how to join the Instructor Registry

Vermont Northern Lights Career Development Center
<http://northernlightscdc.org>
Phone: 802-241-4661

Instructor Registry ***for instructors of early childhood and*** ***afterschool professionals*** *(continued)*



How do I apply?

Use the online application! You can click on *Instructors* on the Northern Lights website <http://northernlightscdc.org> where you will be taken through the step by step process. Need more time? Log in with your e-mail address and create a password so you can save your information and return to it later.

What else will I need to submit?

Follow the instructions on our website for sending a copy of your resume, transcripts, credentials or diploma to Vermont Northern Lights. Call us if you need some help. Applications and supporting documents are reviewed by an approval panel every 6 weeks.

Is there a fee to join?

No. Other states charge a fee to join their instructor registry. Vermont does not.

Can I apply if I am an aspiring instructor without much experience?

Yes. Less experienced instructors apply as an Affiliate or Specialist and choose an experienced instructor from the Registry as their mentor. As you gain more experience, you can be approved at a higher level.

Should I apply if I already teach in a higher education institution?

Yes. If you have taught a course at a higher education institution in the past 3 years, your application process will be streamlined.

Where do I go for help or to send my paper work?

Call the special *Instructor Registry line*: **802-885-8374**
Submit your documents by email: **vtlight@ccv.edu** or
mail them to:

Northern Lights Career Development Center
CCV—307 South Street
Springfield, VT 05156



Did you know?

One requirement to be in the Registry is to complete training on teaching adults. Northern Lights offers this training.

Benefits to Joining the Instructor Registry:

- It is the only organization in Vermont specifically geared to professionals in these roles
- If you choose to list your profile publically, you can enjoy free marketing and advertising
- You will receive regular invitations to professional development opportunities just for instructors



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**Northern Lights Career
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PO Box 120 Wasson Hall
Waterbury, VT 05676**