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**Build Your Team: Professional Growth Checklist**

*Use this checklist to evaluate professional growth in your program. For each item, place a check in the column that applies. Use “We’ve got this!” for items that are working well. Use “This is a work in progress” for your growth areas. After you complete the checklist, think about how your responses might point you to a place to start your quality improvement work.*

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| --- | --- | --- |
|  | **We’ve got this!** | **This is a work in progress** |
| My staff understand the job descriptions for their role. |  |  |
| All of my staff members are  enrolled in the Registry. |  |  |
| My staff participate in the process of planning their own professional learning. |  |  |
| My staff know how to find higher education coursework. |  |  |
| My staff know how to find OEC  scholarships to support  higher education coursework. |  |  |
| My staff know how to find resources to support children’s leaning. |  |  |
| My staff participate in lesson planning for the children in their care. |  |  |
| I review the match between  my staff’s training and  program goals quarterly. |  |  |
| I review professional learning goals with staff members regularly to support their efforts. |  |  |
| My staff members are  connected to the early  childhood education field in  Connecticut and nationally. |  |  |