

CA CSEFEL Event Application Preparation Instructions

This set of instructions is for the online application for the California Collaborative on the Social-Emotional Foundations for Early Learning (CA CSEFEL) Train the Trainers event and, if appropriate, the Coach event. Having the following information available will help your online registration process go more smoothly.

- First you need to know the events for which you are applying. The EventBrite system we are using for online applications uses the term “tickets” to indicate each event. You must select one of two tracks for the Train the Trainer event: CA CSEFEL Train the Trainer Preschool (3 to 5 years) or CA CSEFEL Train the Trainer Infant/Toddler (0 to 3 years). Please refer to the *Frequently Asked Questions* for additional clarification.
 - Select 1 ticket from whichever track you are choosing. The other event should read “0”
 - If you feel you are qualified to be considered as a Coach, select 1 ticket from that event as well (Please refer to the *Coach Save the Date* flier for a list of requirements).
 - After clicking “Register” you will be asked to provide your first name, last name, and email address. Please use the first name you would like on a name tag and your primary email address. Email will be the main way you will receive information.
 - You are able to enter both a work and home address. Giving your home address is optional. You will be asked which address you prefer for receiving mail and which to publish on an eventual list for participants. We anticipate publishing a participant list. There are no other uses planned for your information.
1. We ask for ethnicity and languages in which you are proficient (reading, writing, and speaking). This information is not required, however priority is being given to individuals able to train in a language other than English. The CSEFEL materials are only available in English and Spanish at this time and this event will be conducted in English only.
 2. Options for “What are your training responsibilities related to early childhood?” include:
 - △ Training is my primary responsibility
 - △ I train regularly for groups outside my agency
 - △ I train occasionally for groups outside my agency
 - △ I train regularly for groups within my agency
 - △ I train occasionally for groups within my agency
 - △ I am new to training adults

2b. is to be used only if you are the primary trainer for a county or agency. You will be asked to provide the name and email address of someone who can verify that you hold primary training responsibilities.

3. Many individuals work in more than one job role. Please answer this question based on the job role you identify with the most or through which you will provide training. For example, if you are a Preschool Teacher who also consults occasionally, you should list Preschool Teacher. If you are a Preschool Teacher with responsibilities as a CPIN Lead you may want to select CPIN Lead. Options for “What is your primary job role/occupation?” include:
 - △ Child Care Center/Preschool Director/Admin.
 - △ Child Care Center/Preschool Teacher/Staff
 - △ Child Welfare Trainer/Staff
 - △ College Child Care Center/Preschool Staff
 - △ College Faculty
 - △ Consultant/Trainer
 - △ CPIN Lead
 - △ Family Child Care Owner/Operator
 - △ Family Leader (Parent or Family Member)
 - △ First 5 Staff (county)
 - △ Head Start/EHS Administrator
 - △ Head Start/EHS Dir./Supervisor
 - △ Head Start/EHS Teacher/Home Visitor
 - △ Head Start/EHS Specialist
 - △ Head Start/EHS Trainer
 - △ Licensing Analyst or related
 - △ PITC ITS/ Trainer
 - △ Resource & Referral Trainer
 - △ Spec. Educator/Early Interventionist
 - △ State Agency Staff
 - △ Teen parent/ROP/High School

4. Again, while people may work for more than one organization, please select the one primary agency or organization with which you work. Options include:

- △ Child care resource and referral agency
- △ Child welfare agency
- △ Early care and education (includes preschools, family child care, other center-based care except Head Start or Early Head Start)
- △ Early childhood special education
- △ Early intervention (IDEA Part C)
- △ Family resource center
- △ First 5 agency (county)
- △ Head Start/Early Head Start
- △ Health/public health (county)
- △ Institute of higher education
- △ Mental Health (county)
- △ Regional center
- △ State agency
- △ Social services (county)
- △ Training and technical assistance agency

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5. If you are applying at the direction of one of the sponsoring agencies, they will provide a code for you to use. This code is to be used only by those specific individuals. Improper use of a code may disqualify your application.
6. There is an opportunity to mark those counties in which you would be able to actively train through your existing job. At this time there is not additional funding to support training. If you have regional training responsibilities, please check all of the counties in which you will actively train. If you have statewide training responsibilities, you may select that option alone (the last check box).

If you are applying only for the Train the Trainer Event, this is the end of your application.

If you would like to be considered for the Coach training event, please be prepared to complete the additional questions (additional information including options provided in *italics*)

C1a. What degree do you currently hold? (choose the highest degree earned)

Select from Associates, Bachelors, Masters, Doctoral

C1b. Please list the subject or area of study for your degree(s)

C2. Have you ever worked as an early childhood provider, teacher, or administrator?

This means working directly with children under Kindergarten, not early elementary grades

C3a. Do you have any experience using the CSEFEL Pyramid Model and materials? (*options include*)

- Δ *Yes, extensively used and have been trained on the Pyramid Model*
- Δ *Yes, used the Pyramid Model strategies, received training on them*
- Δ *Yes, used materials and strategies from the website, no formal training*
- Δ *Familiar with the Pyramid Model materials from the website*
- Δ *Limited experience with the Pyramid Model*

C3b. If yes is in your answer (first 3 options), please describe how you have used it:

C4a. Are you currently working for a program or agency for which you will be providing coaching?

C4b. If yes, please indicate the program name and location

C5a. How much experience have you had training adults, coaching/mentoring, providing technical assistance and/or supervision?

- Δ *Over 10 years*
- Δ *5 to 10 years*
- Δ *2 to 5 years*
- Δ *Less than 2 years*
- Δ *Limited experience*

C5b. If you have experience with training adults, coaching/mentoring, providing technical assistance and/or supervision, please describe.

C6. Please provide the name and contact information (phone and email) for two references who can attest to your qualifications and abilities as a coach and/or trainer

C7. I have resources/job to support this role:

- Δ *My job includes providing training and on-going support to at least one early childhood program*
- Δ *I serve as a consultant to early childhood programs*
- Δ *I do not have any way to support being a coach for CSEFEL at this time*

This completes the Coach Event application.

Thank you for your interest!