



New York State Training and Technical Assistance Professional Credential Professional Development Specialist *Renewal-at-a-Glance*

To maintain a current Professional Development Specialist designation, a trainer must renew his or her credential every three (3) years. This ensures that the trainer has participated in personal professional development, provided a sufficient amount of professional development to the field to be considered an active trainer, and offers trainers the opportunity to update their Registry profile with any new relevant achievements.

Requirements for Renewal

- Personal Professional Development
 - Trainers will be required to complete 30 hours of personal professional development in the 3 year period in order to maintain the credential. Personal professional development refers to education, training or other forms of professional development that the trainer receives (rather than provides) to improve his or her practice. Credentialed trainers must document their personal professional development on the Aspire Registry.
 - 10 of the 30 hours must be in the theories and teaching strategies of Adult Learning.
- Professional Development Provided to the Early Care and Education Field
 - Trainers will be required to provide a minimum of 10 hours of professional development per year in order to maintain the credential. Hours of provided professional development must be documented in the Aspire Registry

The following criteria may be added in the future:

- Evaluation of Provided Professional Development
 - The Aspire Registry will randomly select participants to complete an electronic survey on your training presentations using the four NYSELTC Knowledge Base Areas: Knowledge of Content, Instructional Design and Development, Presentation Skills and Professionalism.
 - A minimum of one survey will be conducted per year.
 - Trainers will receive annual feedback based on the survey results.

Renewal Cost

\$75.00 30 days prior to expiration.

For further details please contact the Professional Development Coordinator for the renewal procedure policy at credentials@nysaeyc.org.