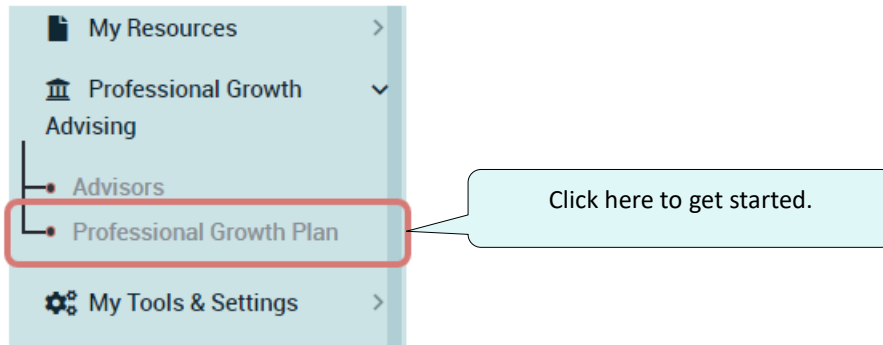


How to locate Professional Growth Plan tab on the CA ECE Workforce Registry

After submitting your Workforce Pathways LA Application, all applicants **must** complete and **submit** a “Professional Growth Plan” for fiscal year 2024-2025.

1. Click on **Professional Growth Advising**, on the left menu, and then **Start a new Professional Growth Plan**



2. Click on **Start a new Professional Growth Plan**. You will be on a landing page with additional resources to support and guide you through the process of developing a Professional Growth Plan.

Professional Growth Plan

A Professional Growth Plan is a useful tool to outline goals, action steps, and document progress towards professional development and career milestones.

A Professional Growth Plan is different from an Education Plan issued by an institution of higher education and is utilized to document your professional and career goals, which may be aligned with the site you are currently employed at, used to obtain and/or renew your permit, or work towards goals to complete the activities needed to be awarded a stipend (if eligible for your county's stipend program).

An Education Plan is specific to whatever program and/or institution of higher education that you are currently enrolled in and will support and guide your coursework as you work towards a degree and/or credential.

Professional Growth plans may include the following components:

- **Goals:** Milestones you wish to accomplish in alignment with your Professional and Career trajectory.
- **Activities:** The things you need to complete to meet the goals you've set
- **Documenting Progress:** Checking off items on your Professional Growth Plan and keeping documentation of activity progression by uploading items to your Registry Profile.

There are 5 different types of Professional Growth Plans identified currently in the Registry:

- **Self-initiated for individual use only:** This type of plan is entirely initiated by you. You will set your own goals for what you want to accomplish in your ECE career.
- **Employer Requested (individual initiates sharing):** This plan aligns with the overall quality of service goals from the center/school/facility you are currently employed for. This type of plan will be accessible to your employer.
- **Stipend Program Participation:** If you are eligible for your county's stipend program(s), you may be required to complete a Professional Growth Plan. This type of plan will give Stipend Administrators a better understanding of how the pathway(s) you've applied for in their stipend program are aligned with your Professional Development and Career goals. This will support Stipend Administrators with connecting you to the right resources to help you be successful.
- **Quality Counts California - Quality Improvement Plan:** This type of plan is designed to align goals with the QCC Quality Continuum Framework to improve the quality of early learning with a focus in three areas of program quality: child development and readiness for school; teachers and teaching; and program and environment quality. Typically, individuals are encouraged to select two to three Quality Improvement Goals within these areas of focus annually, recording the goal, action steps to completion, start and anticipated completion dates. Progress follow-ups may be expected at 6 and 12 months to assess adjustments and/or additional resources needed to accomplish goals.
- **CA Child Development Permit Upgrade/Renewal (Commission on Teacher Credentialing) Requirement:** The CTC requires a Professional Growth plan for permit renewals. This type of plan will help you and your advisor document your professional growth goals and professional growth activities you must complete over 5 years, to be able to renew your permit.

To learn more about the [California Early Learning Career Lattice](#), [click here](#)

To learn more about the [California Child Development Permit](#), [click here](#)

To get started, [click here](#) to initiate a Professional Growth Plan.

To view active Professional Growth Plans, [click here](#).

Click here to start your Professional Growth Plan

3. Professional Development Plan (Form)

- a. Professional Growth Plan Type: If you are using this Professional Development Plan for more than one purpose, check more than one box. Make sure you select **Stipend Program Requirement**.

1. Professional Growth Plan Type *

- Individual, Self-initiated
- Employer Recommended/Required
- Stipend Program Requirement
- Quality Counts CA - Quality Improvement Plan/Smart goals
- Obtain, Renew, Upgrade a CA Child Development Permit (Commission on Teacher Credentialing)

Required: Select Stipend Program Requirement, you may select additional options