# Expression of Interest - Information

## Background

Early ABLES (Abilities Based Learning and Education Support) is an online assessment for learning tool that helps early childhood educators develop and provide a more personalised learning experience for children aged two to five years with disabilities or developmental delay, within the context of the Early Childhood Education and Care (ECEC) setting.

Early ABLES helps early childhood educators to:

* authentically observe and assess individual children’s progress in learning
* develop appropriate learning goals for a child in collaboration with families and other early childhood professionals
* develop an appropriate personalised learning plan with teaching and learning strategies that have been found to work
* improve transition to school processes through consistent information sharing across ECEC services and schools.

Benefits of Early ABLES:

* Early ABLES is an evidence-based observation and planning tool that assists early childhood educators to plan and provide a more personalised learning program for children with disabilities and/or developmental delays
* links to the Victorian Early Years Learning and Development Framework
* the free online professional learning module for Early ABLES contributes up to five hours to the Victorian Institute of Teaching’s annual professional learning requirement of 20 hours
* assists with meeting/exceeding standards in the National Quality Standards, of the Australian Children’s Education and Care Quality Authority assessment and ratings process

## Early ABLES Champions

The Department of Education and Training (DET) is seeking interest from early childhood educators to undertake a **free** 2 day professional learning opportunity to appoint Early ABLES Champions to support ECEC services within their local area to use the Early ABLES tool.

An Early ABLES Champion will be someone with interest, knowledge and/ or experience in using the Early ABLES resource. An Early ABLES Champion will also have completed the Early ABLES [online professional learning program](https://www.education.vic.gov.au/childhood/professionals/profdev/Pages/disabilitytraining.aspx).

Within the local area, Early ABLES Champions, early childhood professionals and ‘Teams around the Educator’ will promote the Early ABLES online tool and the Early ABLES online professional learning course to interested early childhood educators and ECEC services.

Early ABLES Champions will be provided with professional learning to:

* further develop assessment and planning skills to include children with disabilities and/or developmental delays
* develop/extend coaching/mentoring skills
* deliver Early ABLES training to other early childhood educators

## Team around the Educator

The ‘Team around the Educator’ provides further support to the Early ABLES Champion through developing an understanding of the tool. The ‘Team around the Educator’ will be comprised of other key early childhood professionals such as Director/service providers, Educational Leaders, Preschool Field Officers, Inclusion Professionals and Early Childhood Intervention professionals. The ‘Team around the Educator’ acts as a support to the Early ABLES Champion, and as a conduit of professional learning amongst the early childhood community.

## Further Details

The Early ABLES Champion and ‘Team around the Educator’ are unfunded roles.

Two **free**, full-day professional learning sessions will be provided to Early ABLES Champions and ‘Teams around the Learner’ to support them to undertake their role and to acknowledge their contribution to the support of children with disabilities and/or developmental delays.

Early ABLES Champions will be provided with an Early ABLES resource pack to support them in undertaking the promotional function of their role.

Employers of staff undertaking DET approved professional learning are eligible to claim a contribution towards hiring an early childhood professional to backfill the staff member during workshop days. Reimbursement contribution is also available for staff accommodation if required. For further information, please contact [earlyables@edumail.vic.gov.au](mailto:earlyables@edumail.vic.gov.au).

### Day 1

This session will be delivered by DET. The session will focus on developing content, skills and knowledge around the Early ABLES tool and how best to utilise and implement it in ECEC settings. **Attendance is compulsory for Champions and ‘Teams around the Educator’.**

### Day 2

This session will be delivered by Semann Slattery & Associates, in collaboration with DET. Day 2 is aimed at developing skills in coaching and mentoring other educators. **Attendance is compulsory for Champions, and is optional for ‘Teams around the Educator’.**

## Selection Criteria

The successful candidate will have:

* completed the Early ABLES [online professional learning program](https://www.education.vic.gov.au/childhood/professionals/profdev/Pages/disabilitytraining.aspx)
* interest, knowledge and/ or experience in using the Early ABLES resources
* a commitment to discussing the Early ABLES tool to promote the implementation within their service and more broadly
* submission of Expression of Interest with Director/service provider signature

## The Process

* Please send completed Expression of Interest to [earlyables@edumail.vic.gov.au](mailto:earlyables@edumail.vic.gov.au)
* **Applications for COHORT 1 close at 5pm on Monday 18 February 2019**
* Applications will be processed and assessed by the Early Childhood Implementation Branch, Performance Division, DET.
* You will be notified of the outcome by email.
* If you need assistance or require further information, please contact the Early ABLES Team at [earlyables@edumail.vic.gov.au](mailto:earlyables@edumail.vic.gov.au)

## dates and LOCATIONS

Outlined below are the dates and locations of the Early ABLES Champion and Teams around the Educator professional learning opportunities:

|  |  |  |  |
| --- | --- | --- | --- |
| Event | Day 1 | Day 2 | Location |
| Cohort 1 | Wednesday 27 February | Thursday 28 February | La Trobe Valley |
| Cohort 2 | Wednesday 6 March | Thursday 7 March | Melbourne CBD |
| Cohort 3 | Thursday 28 March | Friday 29 March | Shepparton |
| Cohort 4 | Wednesday 3 April | Thursday 4 April | Preston |
| Cohort 5 | Wednesday 8 May | Thursday 9 May | Mildura |

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**Expression of Interest- Form**

## 1. Champion Application Details

| Name |  |
| --- | --- |
| Early Childhood (ECEC) service |  |
| ECEC Service registration number |  |
| Contact e-mail address |  |
| Contact phone number |  |

## 2. Cohort preference

Please indicate which cohort you would like to apply for:

## 3. Expertise

| What is your current role? |
| --- |
|  |
| What qualifications do you hold? |
|  |
| Please select the option that best describes your experience in using the Early ABLES tool: |
| * I have completed the online training and am very confident in using this tool * I have completed this online training tool and have promoted this tool through my networks * I have completed the online training and am comfortable in using this tool * I have completed the online training and am yet to use this tool * I have not completed the online training and I have not used this tool |

## 4. Interest in Role

Please list 3 reasons why you would like to become an Early ABLES Champion:

| 1 |
| --- |
| 2 |
| 3 |

## 5. Existing Relationships or Networks

Please provide a brief outline of an existing relationships or networks with other ECEC services, and/ or inclusion supports:

## 6. Team around the Educator Application

Please list the details of other early childhood professionals who will comprise the ‘Team around the Educator’ and be available to attend the **Early ABLES Champion Professional Learning Program** alongside you: *Please select at least 1 and up to a maximum of 4 professionals from:*

Director/service providers; Educational Leaders; Preschool Field Officers; Inclusion Professionals; and Early Childhood Intervention Services professionals.

#### **Team around the Educator**

| Name |  | | Position |
| --- | --- | --- | --- |
| Email |  | | Phone |
| | Please select the option that best describes your experience in using the Early ABLES tool:   * I have completed the online training and am very confident in using this tool * I have completed this online training tool and have promoted this tool through my networks * I have completed the online training and am comfortable in using this tool * I have completed the online training and am yet to use this tool * I have not completed the online training and I have not used this tool | | --- |   I agree to participate in the Early ABLES Champions Professional learning.  **Please select which day(s) you will attend:** | | | |
| **Day 1 (compulsory)** | | Day 2 (optional) | |
| Signature | | Date | |

#### **Team around the Educator**

| Name |  | | Position |
| --- | --- | --- | --- |
| Email |  | | Phone |
| I agree to participate in the Early ABLES Champions Professional learning.   | Please select the option that best describes your experience in using the Early ABLES tool:   * I have completed the online training and am very confident in using this tool * I have completed this online training tool and have promoted this tool through my networks * I have completed the online training and am comfortable in using this tool * I have completed the online training and am yet to use this tool * I have not completed the online training and I have not used this tool | | --- |   **Please select which day(s) you will attend:** | | | |
| **Day 1 (compulsory)** | | Day 2 (optional) | |
| Signature | | Date | |

#### **Team around the Educator**

| Name |  | | Position |
| --- | --- | --- | --- |
| Email |  | | Phone |
| | Please select the option that best describes your experience in using the Early ABLES tool:   * I have completed the online training and am very confident in using this tool * I have completed this online training tool and have promoted this tool through my networks * I have completed the online training and am comfortable in using this tool * I have completed the online training and am yet to use this tool * I have not completed the online training and I have not used this tool | | --- |   I agree to participate in the Early ABLES Champions Professional learning.  **Please select which day(s) you will attend:** | | | |
| **Day 1 (compulsory)** | | Day 2 (optional) | |
| Signature | | Date | |

#### **Team around the Educator**

| Name |  | | Position |
| --- | --- | --- | --- |
| Email |  | | Phone |
| I agree to participate in the Early ABLES Champions Professional learning.   | Please select the option that best describes your experience in using the Early ABLES tool:   * I have completed the online training and am very confident in using this tool * I have completed this online training tool and have promoted this tool through my networks * I have completed the online training and am comfortable in using this tool * I have completed the online training and am yet to use this tool * I have not completed the online training and I have not used this tool | | --- |   **Please select which day(s) you will attend:** | | | |
| **Day 1 (compulsory)** | | Day 2 (optional) | |
| Signature | | Date | |

## 7. Director/ Manager Approval

Do you have Director/Manager approval to become an Early ABLES Champion and to deliver Early ABLES training?

Yes  No

* I acknowledge that employers of staff undertaking DET approved professional learning may be eligible to claim a reimbursement contribution towards hiring an early childhood professional to backfill the staff member during workshop days and towards accommodation if required.
* I acknowledge that the contribution offered is based on average casual mid-range rates. The contribution towards backfill expenses may not cover the full cost to the service.
* **To claim a contribution to backfill expense, I will complete the Contribution to Backfill Expense form and submit with a tax invoice within by Tuesday 30 April 2019**. (If your claim is approved, your service should receive payment within 60 days of submitting a correctly completed form and invoice).

**To view the Backfill Expense Claim Form, and the costs covered by DET for this workshop, please click** [**here**](https://edugate.eduweb.vic.gov.au/edrms/collaboration/RSGPD/Early%20ABLES%20Promotion%20Project%2020182019/2019%20Administration/ExpenseClaimForm_EducatorBackfill_WIP_2019.docx)**.**

| Director/Manager name |  |
| --- | --- |
| Director/Manager e-mail |  |
| Director/Manager phone |  |
| Director/Manager signature |  |
| Date |  |

## 8. Declaration

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Applicant Name)*

do solemnly declare that the answers and information provided in this application are complete and accurate and that all information pertinent to this application has been fully disclosed, irrespective of whether or not such information was specifically requested.

I understand that by participating in this initiative I agree to complete Early ABLES Champion professional learning (2 days). I will also be available to deliver information/training about Early ABLES to other early childhood educators, at least twice by June 2019.

I am aware that DET Victoria is under no obligation to accept my expression of interest to become an Early ABLES Champion.

Declared by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Signature of Applicant)*  *(Date)*

**NOTE: You must print and sign this Declaration**