

Illinois Community College Board – Adult Education and Literacy **AEL Transitions Instructional Staff Professional Pathway**

Qualifications for Transitions Specialist:

- ✓ Preferred instructor AND complete either ABE/ASE or ESL Standards Proficient Instructor certification
- ✓ Administrator recommendation on the following areas:
 - Possess the ability to work collaboratively with colleagues
 - Is employed within this adult education program at least 20 hours a week
 - Anticipates continued employment with this program
- ✓ Willingness to serve on transition-focused committees within program, regionally, or within the state of Illinois

Recruitment for Potential Transitions Specialist:

- ✓ Solicit nominations/recommendations from Illinois Adult Education Administrators
- ✓ Solicit applications through Transitions Blog
- ✓ Solicit nominations from certified Transitions Specialists

Criteria for Competency-based Credit:

- ✓ Individuals with prior experience and/or training completion may request competency-based credit for any of the required training sessions for Transitions Specialist. This can be completed by submitting documentation to the Southern Illinois Professional Development Center providing fulfillment for each of the training objectives for a specific training unit.

Pool of Applicants for Transitions Specialist:

- ✓ ABE/ASE or ESL Standards Proficient Instructors

Qualifications for Bridge Master or ICAPS Master:

- ✓ Transitions Specialist certification completed
- ✓ Administrator approval
- ✓ Desire to provide instructional leadership activities through a teaching/mentoring process within program and regionally
- ✓ Desire to contribute to Transitions Blog
- ✓ Desire to assist in curriculum development for Bridge and/or ICAPS programming
- ✓ Desire to develop appropriate content-related instructional materials contextualized to Career Pathways

- ✓ Desire to support administration in activities to strengthen instructional program and identification and creation of appropriate professional growth for staff, i.e. workshops, creation of materials, team member for instructional planning
- ✓ Desire to assist in program evaluation activities, i.e. observing other teachers with effective feedback

Recruitment for Potential Bridge Master or ICAPS Master:

- ✓ Solicit applications from Certified Transitions Specialists and Bridge and ICAPS Masters
- ✓ Solicit nominations/recommendations from Illinois Adult Education Administrators

Pool of Applicants for Bridge or ICAPS Master:

- ✓ Certified Transitions Specialists