

Transitions Specialist Professional Pathway



Assignment Checklist for Transitions Specialist:

*All courses below are online and can be found on iLearn.
Under course categories, click 1. Professional Pathways,
2. Transitions Professional Pathways, 3. Transitions Specialist

What are the responsibilities of a Transitions Specialist?

- Transitioning: Starting with the Future in Mind
- Integrating Career Awareness into the Adult Ed Classroom
- Career Ready Practices
- Career Development 201
- Career/Transitions Plans: Planning for Success!
- Communication: The Essential Skill
- Presenting an Effective Training Presentation
- Create Entry for Transitions Newsletter (contact SIPDC)

****Please make sure to be in touch with us at sipdctrainer@gmail.com.
We are happy to answer any questions. We keep track of your progress
for Pathways trainings too, so let us know how you are doing.**

- √ Assists in counseling and guidance with emphasis on maximum progress of participants and successful transition to the next level with the goal of entering post-secondary education or the workplace
- √ Utilizes various instructional methods to meet the needs of ALL learners, i.e. EBRI/Reading, Special Learning Needs,
- √ Creates a classroom environment that is conducive to learning and appropriate for the maturity and interest of the students
- √ Works collaboratively with other ELA/ABE/ASE instructors to integrate transitions components into lessons
- √ Assists in curriculum development to integrate transitions/Career Pathways
- √ Evaluates, aligns and recommends instructional materials appropriate for contextualization and transitioning
- √ Develops appropriate instructional materials to meet transitioning needs of students in the program
- √ Mentors new(er) teachers



Assignment Checklist for Bridge Master:



*All courses below are online and can be found on iLearn.
Under course categories, click 1. Professional Pathways,
2. Transitions Professional Pathways, 3. Bridge Master

iLearn courses:

Bridge Basics:

Introduction to Bridge Programming

Bridge: Contextualized Instruction

Advanced Integrated and Contextualized Instruction

Workplace Systems and Cultures

Job Shadowing & Internships

How to Keep Your Job

Other requirements:

Present research topic including findings, successes, challenges, and lessons learned both at a state conference such as the Forum for Excellence, Transitions Academy Fall Convening, WIOA Summit or IACEA and in an online learning workshop sponsored by SIPDC.

What are the responsibilities of a Bridge Master?

- ✓ Assists in curriculum development for Bridge programming
- ✓ Develops appropriate content-related instructional materials contextualized to Career Pathways
- ✓ Supports 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
- ✓ Assists in program evaluation activities, i.e. observing other teachers with effective feedback
- ✓ Promotes program on Transitions Blog
- ✓ Serves as a resource to the community and to the adult education field providing advice, presenting at conferences, meetings, etc. All responsibilities/assignments from Transitions Specialist category



Professional
Development
Network

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Assignment Checklist for



ICAPS Master:

*All courses below are online and can be found on iLearn.
Under course categories, click 1. Professional Pathways,
2. Transitions Professional Pathways, 3. ICAPS Master

iLearn courses:

- The Illinois Team Teaching Continuum
- Integrated Learning Outcomes for Team Teachers
- Job Shadowing and Internships
- How to Keep Your Job
- Workplace Systems & Culture
- Tips on how to run a Successful IET Support Course
- ICAPS Support Course Instructor Training

Other requirements:

- Team Teaching Videos: Click [HERE](#)
- Take a look at the Team Teaching Menu of Resources:
<http://www.icapsillinois.com/team-teaching/>
- Present research topic including findings, successes, challenges, and lessons learned both at a state conference such as the Forum for Excellence, Transitions Academy Fall Convening, WIOA Summit or IACEA and in an online learning workshop sponsored by SIPDC

What are the responsibilities of an ICAPS Master?

- ✓ Assists in curriculum development with team teacher for ICAPS programming
- ✓ Develops appropriate content-related instructional materials for ICAPS Support Class
- ✓ Supports 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
- ✓ Assists in program evaluation activities, i.e. observing other teachers with effective feedback
- ✓ Serves on ICAPS related committees, teams, working groups, etc. Serves as a resource to the community and to the adult education field providing advice, presenting at conferences, meetings, etc.
- ✓ All responsibilities/assignments from Transitions Specialist category

