

ILLINOIS

DCFS DIRECTOR QUALIFICATIONS

All new child care directors hired on or after July 1, 2017 shall have:

- a minimum of an Associate Degree in child development or early childhood education
- OR**
- 64 semester hours in any discipline with a minimum of 21 hours of college credit in child development, early childhood education or early childhood special education

AND ONE OF THE FOLLOWING:

- Gateways to Opportunity Level I Illinois Director Credential
- OR**
- 3 semester hours of college credit in administration, leadership, or management
- OR**
- 3 points of credential-approved training in administration, leadership, or management.

Source: DCFS website Section 407.103

*Note: The Illinois Director Credential (IDC) has three levels. The IDC Level I requires an Associate's degree or higher, the IDC Level II requires a Bachelor's degree or higher, and the IDC Level III requires a Graduate degree. **The IDC Level II and IDC Level III go above and beyond the IDC Level I requirements.***

Aim4Excellence™ Director Credential at National Louis University

Aim4Excellence™ includes nine self-paced modules:

- | | |
|---|---|
| 1. Leading the Way | 6. Designing Indoor and Outdoor Environments |
| 2. Recruiting, Selecting, and Orienting Staff | 7. Supporting Children's Development and Learning |
| 3. Promoting Peak Performance | 8. Facilitating Responsive Family Engagement |
| 4. Managing Program Operations | 9. Evaluating Program Quality |
| 5. Building a Sound Business Strategy | |

Modules can be taken for college credit or training clock hours, but recipients are responsible to pay any college fees that would be associated with the credit.

Each module is 16 clock hours or 1 point of Gateways Credential Approved Training.

Any 3 modules = 3 points of approved training in the Gateways Administrative Content Areas.

COST: \$200 per Module (must be paid BEFORE starting each module)

HAVE A QUESTION?

Help Desk: 1.844.378.2464 | McCormickCenterHelpDesk@nl.edu

Source: [McCormick Center for Early Childhood Leadership](#) (link to training)

ChildCare Education Institute – Director’s Certificate

The Director’s Certificate, by ChildCare Education Institute (CCEI) provides information for early childhood professionals seeking to further their skills and knowledge in the management of a child care center. The online training program is comprised of five Instructional Units. These units focus on the core areas of competency required to manage a child care center.

Program Length: 60 clock hours.

COST: \$650

The CCEI Director’s Certificate = 3 points of approved training in the Gateways Administrative Content Areas.

Source: <https://www.cceionline.com/directors-certificate/> (link to certificate)

Care Courses – Trainings for Directors & Administrators

- **Understanding Each Other: Communicating with Families, Staff and Your Community – 9 clock hours: \$48**
<https://www.carecourses.com/courses/376>
- **Hiring, Supervising, and Motivating Staff - Administration Course Bundle – 10 clock hours: \$50**
<https://www.carecourses.com/bundle/parentbundle/26>
- **Managing Health and Safety in Child Care – 12 clock hours: \$52**
<https://www.carecourses.com/courses/352>

Each training = a ½ point of approved training in the Gateways Administrative Content Areas.

Source: https://www.carecourses.com/publicpages/care_courses (link to trainings)

Administrative requirements for IDCFS director qualifications can be met by taking college level course work.

Below are examples of college courses that fully meet administrative content areas:

- Cal State University EDEC 523 Leadership, Advocacy and Supervision of Early Childhood Programs
- Northern IL University FCNS 434 Administration and Supervision of Programs for the Young Child

General business or administrative coursework may receive partial credit. Below are examples of courses that would earn partial credit in the Gateways Administrative Content Areas:

- Chicago St University MGMT 260 Personnel Management
- Moraine Valley CC BUS 231 Principles of Management
- Capella University ED 5007 Foundations of Educational Leadership

Source: Gateways to Opportunity/INCCRRA

Note: Illinois Department of Child and Family Services (IDCFS) licensing representatives determine if you qualify as a teacher, assistant teacher, or director qualified.

Gateways to Opportunity®/INCCRRA staff does not make staffing qualification decisions.

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